

September 12, 2019 Board Meeting Agenda



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|-------|--|-------------------|
| I. | Call to Order/Welcome of Guests | Frazier |
| II. | Approval of Minutes of August 2019 LPA Board Meeting
<i>Board Action Required</i> | Frazier |
| III. | Update on ED Activities
A. Executive Director Reports
B. Operational Reports | Means |
| IV. | Present LPA and LEXPARK July 2019 Financial Reports
and Schrader Commercial Reports | Means |
| V. | FY 19 Audit | Means |
| VI. | Conflict of Interest Form | Means |
| VII. | On-Street
A. Motorized Scooter Update
B. PARK(ing) Day | Means |
| VIII. | Off-Street (Garages)
A. Broadway Shoppes – Leasing Update
B. Garage Updates | Means
Trammell |
| IX. | Ten-Year Parking Analysis Updates | Means |
| X. | Comments
Comments from Commissioners/Advisory Committee Members | Frazier |
| XI. | Closed Session per KRS 61.810 | Frazier |

Next Meeting: October 10, 2019



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

BOARD MEETING MINUTES

August 8, 2019

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

Location: 162 East Main Street, Lexington KY 40507

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

Executive Director: Gary Means

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

LFCPA Advisory Board: Steve Kelly
Terry Sweeney

Guests: Chris Goodson, Lanier
Wesley Holbrook, LFUCG
Justin Hubbard, DDAF
Russ Music, Lanier
Charles Stephenson, Lanier
Steven Taff, Lanier

Item 1 – Call to Order:

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

Item 2 – Approval of May 2019 Minutes

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

Item 3 – Update on ED Activities

A. Executive Director Report

Mr. Means presents the July 2019 Executive Director report. An RFP was conducted to find a marketing partner for a two-year term, the firm Zipie was chosen.

B. Operational Reports

Mr. Means presents the July 2019 operations reports. Both meter revenue collected and violations cited increased over the prior month. Monthly permit revenue decreased slightly but should increase again when students return. Average daily transactions in the garages increased from the prior month.

C. Downtown Inventory Survey

Mr. Means presents the updated survey. Total available parking has decreased since the beginning of the year even with the addition of the City Center garage.

Item 4 – June 2019 Financial Reports

Mr. Means presents the June 2019 financials. On-Street professional services exceeded budget due to a non-budgeted warranty for new LUKE meters. Ms. Vertuca asks that the FY20 budget be checked to ensure this expense is included. On the year, total revenues exceeded budget. On-Street credit card fees exceeded budget and garage credit card fees fell below budget. Mr. Means reports that an RFP on credit card fees is forthcoming. On-Street operating expenses exceeded budget and Off-Street expenses fell below budget. The total change in net position was \$1.6 million. Mr. Ball requests a confirmation of the investment policy.

Item 5 – FY 2019 Audit

Mr. Means reports that Strothman will conduct the audit of FY19 and work is to begin on Monday, August 12th. The internal audit from Lanier is forthcoming.

Item 6 – On-Street

A. Pay by Phone Adoption Strategies

A proposal from Pay by Phone to increase the adoption rate is forthcoming.

B. Motorized Scooter Update

Mr. Means presents an MOU draft. Mr. Ball makes a motion to approve the MOU. Ms. Harbut seconds. The vote was unanimous, and the motion carried.

C. After Hours Immobilization

Mr. Stephenson presents a proposal to extend immobilization enforcement past 5pm during a random sampling of days per month. By consensus, the Commissioners agree to a six-month pilot program.

D. Park(ing) Day

Park(ing) Day 2019 is scheduled for September 20th.

Item 7 – Off-Street

A. Broadway Shoppes – Leasing Update

Spotz Gelato has signed a lease for the space at 128 North Broadway. Mr. Means presents a proposal to move Creatures of Whim to 126 North Broadway so that the LEXPARK office can expand into 124 North Broadway. By consensus, the Commissioners agree.

B. Garage Updates

Mr. Trammell reports on beam repairs needed at Transit Center. Mr. O'Mara makes a motion to approve the extra repairs and requests a five-year analysis of future repair expenses. Ms. Vertuca seconds. The vote was unanimous, and the motion carried. Mr. Trammell presents a picture of a potential sign design for Victorian Square.

C. Helix Water Quality

The project has been completed and the final grant reimbursement has been requested.

Item 8 – Comments

Mr. Frazier presents a request from Breaking the Bronze Ceiling, a campaign raising funds to place a statue in the downtown core that celebrates women’s contributions to Lexington. Mr. Harbut makes a motion to approve a \$10K donation, Ms. Vertuca seconds. The vote was unanimous, and the motion carried.

Ms. Vertuca makes a motion to go into closed session. Mr. Ball seconds. The vote was unanimous, and the motion carried.

Ms. Vertuca makes a motion to exit closed session. Ms. Harbut seconds. The vote was unanimous, and the motion carried.

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



September 5, 2019
**Lexington & Fayette County
 Parking Authority
 Executive Directors Report
 August 2019**



Accomplishments

- Was interviewed by Ch. 18 WLEX TV regarding our Helix Water Quality project and our top 3 ranking of “Coolest Garages in America” our LinkedIn post as garnered over 6,200 views
- Kara Pearson, Ed and I met with our Marketing Firm Zipie, for a campaign kick-off meeting and they have already created several images and social media posts
- We added 15 new monthly parkers at the Courthouse Garage for an annual increase of \$12,600
- Received full board approval to relocate the 124 Broadway shop tenant to the next space over (126) to make room for the LEXPARK office expansion
- Received full board approval to enter into a 6-month Pilot program whereby LEXPARK will test applying immobilization devices after hours

Meetings with LFUCG/LFCPA staff

- Ed, Kara and I along with Lanier (now REEF) executives met with a potential General Manager candidate for the LEXPARK program
- Attended the August LPA board meeting
- LPA Staff Breakfast and board meeting follow-up session
- Lunch with Brian Scoggins, new subject matter expert with Lanier (REEF) who is a long-time industry veteran
- Kara and I had lunch with our Hearing Officers to catch up on the program and thank them for their service
- Held regular weekly meetings for both On-Street and Garage operations with Lanier (REEF) Parking (LEXPARK) staff

Meetings with External Individuals/Groups

- Attended the August LFUCG Bicycle Pedestrian Advisory Committee meeting
- Met with development attorney regarding a potential development in downtown
- IPMI call where I helped to transition the new Board Treasurer in, as I start my term as Chair Elect
- On-line software demo with POPULUS the mapping & micro mobility data group that LFUCG is looking to work with regarding the monitoring of e-scooters
- Ed and I met with some T2 staff who were visiting KY clients
- Met with LexTran managers and toured the Transit Center Garage and storage areas

- Was interviewed by Ch. 18 WLEX TV regarding our Helix Water Quality project and our top 3 ranking of “Coolest Garages in America” our LinkedIn post as garnered over 6,200 views
- Ed and I participated in a conference call with our engineers regarding the beam repair needs at the Transit Center Garage
- Phone call with our real estate attorney
- Phone call with board member of Cleveland Parking Association about speaking at their September meeting
- Kara and I had working lunch with our Strothman accountants during their on-site attestation work
- Our staff attended a IPMI webinar titled “Shared Mobility and Technologies’ Effects on Parking Design and Curbside Management
- Conference call with our T2 Account Rep.
- Conference call with parking consultants on potential business intelligence program and KPI tracking options
- LPA staff met with our Marketing firm Zipie at their offices for a campaign kick-off
- Ed and I met Vincent Lighting rep and Pohl Rosa Pohl staff to demo various lighting ideas at the Victorian Square Garage
- Attended the LG&E and KU quarterly EV Collaborative Meeting
- Attended an IPMI Executive Committee meeting in Florida, travel paid for by IPMI
- Attended August YMCA finance committee meeting
- Vice Chair Ball and I met with our attorney regarding potential development opportunities
- Ed, Kara and I met with Schrader and a contractor, to review fit up options at our Broadway Shops
- Held a monthly check-in call with our team and SpotHero representative

Future Goals and Planned Activities

- Continue working on transitioning the Transit Center garage from a gated to gateless facility with enforcement and space count sign integrations
- Continue working on recommendations from the Kimley-Horn Operations and Best Practices Audit
- Continue working on 10 year “Asset Management” Plan
- Implement recommendations from Walker’s 10-Year Analysis
- Re-start process to submit the Helix on Main for the Green Garage Certification now called ParkSmart Certification and is under the US Green Building Council
- Continue to market the pay-by-phone program
- Continue to focus on the use of social media such as Twitter and Facebook to help get the positive word out about **LEXPARK**
- Continue planning media releases and related marketing information
- Continue holding weekly operations meetings with **LEXPARK** staff
- Attend various board and committee meetings that I serve on
- Continue meeting with various LFUCG departments as needed
- Continue meeting with the Downtown Lexington Partnership as needed
- Meet with Individuals and groups regarding the Parking Authority
- Work on agreed upon Lexington Parking Authority goals



**ON STREET BY THE NUMBERS
Calendar**

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Calendar AVG	FY '19 AVG	FY '18 AVG	FY '17 AVG
1 Violations Cited	3,899	3,276	3,987	4,448	4,477	3,237	3,434	4,165					3,865	3,829	3,320	3,587
2 Actual Citations (exc voids & warnings)	3,571	3,061	3,712	4,177	4,195	3,041	3,243	3,808					3,601	3,526	3,040	3,312
3 Value of Actual Citations	\$ 89,185	\$ 75,470	\$ 91,920	\$ 101,160	\$ 103,255	\$ 71,865	\$ 78,335	\$ 90,405					\$ 87,699	\$ 88,698	\$ 85,601	\$ 74,589
4 Citations Paid	2,842	2,456	2,817	3,041	3,362	2,654	2,522	2,760					2,807	2,687	2,504	2,499
5 Percentage of Citations Paid	79.50%	80.20%	75.90%	72.80%	80.17%	87.30%	77.80%	72.50%					78.27%	76.74%	80.28%	76.00%
6 Value of Citations Paid	\$ 80,986	\$ 72,021	\$ 81,374	\$ 84,798	\$ 97,459	\$ 75,996	\$ 71,101	\$ 76,720					\$ 80,057	\$ 76,608	\$ 70,919	\$ 65,630
7 Warnings Issued	291	176	249	229	216	155	141	316					222	247	195	362
8 Voids	37	50	30	48	68	43	55	50					48	51	74	74
9 Citation Void Percentage	1.1%	1.5%	0.8%	1.0%	1.5%	1.3%	1.6%	1.2%					1.2%	1.4%	2.3%	1.9%
10 Meter Revenue Collected	\$ 85,365	\$ 81,525	\$ 112,790	\$ 126,423	\$ 97,849	\$ 86,272	\$ 94,297	\$ 101,821					\$ 98,293	\$ 92,456	\$ 88,777	\$ 82,470
11 Avg Meter Rev Collected per Work Day	\$ 4,065	\$ 4,076	\$ 5,371	\$ 5,746	\$ 4,254	\$ 4,314	\$ 4,286	\$ 6,788					\$ 4,863	\$ 4,228	\$ 5,206	\$ 3,982
12 RPP's Sold	45	26	34	9	18	44	710	734					203	167	2,136	1,739
13 Value of RPP Permits	\$ 450	\$ 260	\$ 340	\$ 90	\$ 180	\$ 440	\$ 7,100	\$ 7,340					\$ 2,025	\$ 1,673	\$ 1,436	\$ 1,449
14 Monthly Permit Revenue	\$ 8,038	\$ 6,023	\$ 7,025	\$ 7,050	\$ 5,738	\$ 6,950	\$ 5,864	\$ 7,154					\$ 6,730	\$ 6,117	\$ 6,150	\$ 5,741
15 Value of Bagged Meters	\$ 8,378	\$ 10,725	\$ 7,085	\$ 16,899	\$ 15,542	\$ 8,540	\$ 7,023	\$ 4,573					\$ 9,846	\$ 10,460	\$ 11,426	\$ 2,795
16 New Meters Added or Removed	-	-	-	-	8	(1)	-	-					1	1	0	4
17 Single Space Meters	867	838	834	834	832	832	810	770					827	875	946	901
18 Mult-Space Meters	43	44	44	44	45	45	48	55					46	41	37	35
19 Metered Space Count	1,269	1,269	1,265	1,265	1,273	1,272	1,273	1,267					1,269	1,271	1,272	1,173
20 Vehicles Booted	41	41	39	44	45	30	28	50					40	39	42	37
21 Booting Fees	\$ 3,060	\$ 2,970	\$ 2,970	\$ 3,240	\$ 4,555	\$ 2,610	\$ 2,070	\$ 2,970					\$ 3,056	\$ 3,064	\$ 3,221	\$ 3,303
22 Total Revenue Collected	\$ 186,277	\$ 173,523	\$ 211,584	\$ 238,500	\$ 221,323	\$ 180,808	\$ 187,454	\$ 200,578	\$ -	\$ -	\$ -	\$ -	\$ 200,006	\$ 190,376	\$ 181,929	\$ 161,388



LEXPARK VOID SUMMARY

Voided Citations By Officer

	FY'20	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	CAL YTD
	Issuing Officer													
1	2013	-	-	1	-	1	2	4	1	-	-	-	-	9
2	2065	-	1	-	-	-	-	-	-	-	-	-	-	1
3	2081	10	4	5	4	4	4	7	7	-	-	-	-	45
4	2082	7	15	5	4	1	1	2	4	-	-	-	-	39
5	2098	-	-	-	2	-	-	1	1	-	-	-	-	4
6	2115	-	1	-	-	-	-	-	-	-	-	-	-	1
7	2119	4	8	7	6	3	4	7	5	-	-	-	-	44
8	2120	7	13	4	14	2	12	10	6	-	-	-	-	68
9	2122	5	2	-	1	-	-	-	1	-	-	-	-	9
10	2124	-	1	-	-	-	-	-	-	-	-	-	-	1
11	2125	4	4	6	6	2	1	-	1	-	-	-	-	24
12	2130	-	1	-	-	-	-	-	-	-	-	-	-	1
13	2131	-	-	2	-	1	-	9	3	-	-	-	-	15
14	2132	-	-	-	-	3	-	-	-	-	-	-	-	3
15	2133	-	-	-	11	51	19	15	13	-	-	-	-	109
16	2137	-	-	-	-	-	-	-	8	-	-	-	-	8
17	% Voids	1%	2%	1%	1%	2%	1%	2%	1%					1%
18	Total	37	50	30	48	68	43	55	50	-	-	-	-	381
19	Total Citations	3,899	3,275	3,987	4,449	4,477	3,237	3,434	4,165	-	-	-	-	30,923

Voided Citations Summary By Reason

	FY'20	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	CAL YTD
	Void Type													
20	Administrative	5	21	5	6	13	3	18	8	-	-	-	-	79
21	Ambiguous Mrkg /Missing Sign	-	-	-	-	-	-	-	-	-	-	-	-	-
22	Customer Walk Up	3	1	-	-	-	2	2	-	-	-	-	-	8
23	Duplicate	-	6	-	1	2	2	6	7	-	-	-	-	24
24	Meter Malfunction	2	-	1	-	-	-	-	4	-	-	-	-	7
25	Pay By Phone	18	16	15	23	16	13	18	12	-	-	-	-	131
26	Officer Error	7	3	9	17	36	20	7	16	-	-	-	-	115
27	Test	-	2	-	-	-	-	2	-	-	-	-	-	4
28	Visitor	1	-	-	-	1	1	-	-	-	-	-	-	3
29	Printer Error	-	1	-	-	-	1	1	-	-	-	-	-	3
30	Paid Other Luke	1	-	-	1	-	1	1	-	-	-	-	-	4
31	Void By Client Directive	-	-	-	-	-	-	-	3	-	-	-	-	3
32	Total	37	50	30	48	68	43	55	50	-	-	-	-	381



Citations Aging Report

Five-Year Report Ending September 1, 2019

Category	1-30	31-60	61-90	91-120	121-180	6M-1Y	1Y-2Y	2Y-3Y	3Y-4Y	4Y	Totals
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TOTALS

Count	1,956	1,037	915	856	1,792	4,285	7,759	7,732	9,110	1,026	36,468
Dollar Amt	\$59,975.00	\$41,085.00	\$35,760.00	\$35,210.00	\$74,530.00	\$184,019.52	\$337,208.86	\$293,591.50	\$354,471.00	\$43,045.00	\$1,458,895.88



Citations Aging Report

Five-Year Report Ending August 1, 2019

Category	1-30	31-60	61-90	91-120	121-180	6M-1Y	1Y-2Y	2Y-3Y	3Y-4Y	4Y	Totals
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TOTALS

Count	1,692	1,002	977	1,044	1,517	4,658	7,424	7,982	9,095	1,132	36,523
Dollar Amt	\$53,830.00	\$38,405.00	\$39,880.00	\$40,735.00	\$64,360.00	\$200,985.52	\$319,112.86	\$302,033.50	\$358,104.00	\$44,995.00	\$1,462,440.88



OFF STREET BY THE NUMBERS Calendar 2019

MONTHLY CARD HOLDERS BILLED	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	CAL YTD AVG	FV '20 AVG	FV '19 AVG
	1 Victorian Square	387	387	386	376	387	383	383	382					384	383
2 Transit Center	1,120	1,092	1,096	1,097	1,089	1,087	1,079	1,061					1,090	1,070	1,107
3 Courthouse	226	223	225	224	224	221	224	241					226	233	224
4 Helix	382	385	385	376	410	405	400	396					392	398	384
5 TOTAL	2,115	2,087	2,092	2,073	2,110	2,096	2,086	2,080					2,092	2,083	2,093

TOTAL AVAILABLE FOR MONTHLY	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	CAL YTD AVG	FV '20 AVG	FV '19 AVG
6 Victorian Square (384)	0	0	0	0	0	0	0	0					0	0	0
7 Transit Center (777)	0	0	0	0	0	0	0	0					0	0	4
8 Courthouse (518)	20	0	0	0	0	0	0	0					3	0	15
9 Helix (389)	0	0	0	0	0	0	0	0					0	0	4
10 TOTAL (2068)	20	0	0	0	0	0	0	0					3	0	23

SPECIAL EVENTS WORKED - VS	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	CAL YTD AVG	FV '20 AVG	FV '19 AVG
11 SPECIAL EVENTS WORKED - VS	12	12	17	13	7	2	3	5					9	4	9

VALIDATIONS SOLD - ALL GARAGES	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	CAL YTD AVG	FV '20 AVG	FV '19 AVG
12 VALIDATIONS SOLD - ALL GARAGES	938	815	1,705	971	1,070	1,429	1,134	2,044					1,263	1,589	1,533

AVERAGE DAILY TRANSACTIONS	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	CAL YTD AVG	FV '20 AVG	FV '19 AVG
13 Victorian Square	218	272	266	278	343	309	333	264					285	299	293
14 Transit Center	13	21	17	17	22	19	17	11					17	14	50
15 Courthouse	195	211	220	286	261	177	235	169					219	202	215
16 Helix	467	469	513	617	550	426	605	383					504	494	479
17 TOTAL	893	973	1,016	1,198	1,176	931	1,190	827					1,025	1,008	1,037

AVERAGE LENGTH OF STAY - HOURS	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	CAL YTD AVG	FV '20 AVG	FV '19 AVG
18 Victorian Square	2.6	2.7	2.6	2.6	2.4	2.4	2.8	2.0					2.5	2.4	2.4
19 Transit Center	3.7	3.6	4.0	3.8	3.8	3.6	3.5	2.7					3.6	3.1	3.8
20 Courthouse	2.0	2.0	2.3	2.0	1.8	2.0	2.4	1.9					2.1	2.2	2.0
21 Helix	1.6	1.7	1.6	1.4	1.4	2.1	2.3	1.1					1.6	1.7	1.6
22 TOTAL	2.5	2.5	2.6	2.5	2.4	2.5	2.8	1.9					2.4	2.3	2.5

AVERAGE TRANSACTION AMOUNT	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	CAL YTD AVG	FV '20 AVG	FV '19 AVG
23 Victorian Square	\$ 6.04	\$ 6.13	\$ 6.14	\$ 5.08	\$ 4.30	\$ 4.05	\$ 3.87	\$ 4.00					\$ 4.95	\$ 3.94	\$ 5.12
24 Transit Center	\$ 4.85	\$ 5.02	\$ 5.15	\$ 5.18	\$ 5.05	\$ 4.92	\$ 4.98	\$ 5.16					\$ 5.04	\$ 5.07	\$ 7.33
25 Courthouse	\$ 4.03	\$ 4.37	\$ 4.22	\$ 3.97	\$ 3.78	\$ 3.81	\$ 3.99	\$ 3.81					\$ 4.00	\$ 3.90	\$ 4.10
26 Helix	\$ 2.94	\$ 3.23	\$ 3.24	\$ 2.74	\$ 2.80	\$ 2.48	\$ 2.23	\$ 2.16					\$ 2.73	\$ 2.20	\$ 2.99
27 TOTAL	\$ 4.47	\$ 4.69	\$ 4.69	\$ 4.24	\$ 3.98	\$ 3.82	\$ 3.77	\$ 3.78					\$ 4.18	\$ 3.78	\$ 4.89

Aged Balances - 6177-56 Courthouse Garage
Ending Balances as of 9/1/2019

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

Aged Balances - 6177-55 Helix Garage
Ending Balances as of 9/1/2019

Account	Current	30 Days	60 Days	90 Days	Total Due	
94703 LFUCG HELIX ACCOUNT	\$750.00	\$30.00	\$0.00	\$0.00	\$780.00	WILL BE ON SEPTEMBER'S CHECK
Report Totals	\$750.00	\$30.00	\$0.00	\$0.00	\$780.00	

Aged Balances - 6177-53 Transit Center Garage
Ending Balances as of 9/1/2019

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

Aged Balances - 6177-54 Victoria Square Garage
Ending Balances as of 9/1/2019

Account	Current	30 Days	60 Days	90 Days	Total Due	
56347 MURRAY GUARD INC	\$90.00	\$90.00	\$90.00	\$90.00	\$360.00	BLOCKED CARD, EMAILING WILL EMAIL
56435 VICTORIAN SQ LLC	\$2,250.00	\$2,070.00	\$0.00	\$0.00	\$4,320.00	
95885 BIG ECHO CREATIVE	\$360.00	\$360.00	\$0.00	\$0.00	\$720.00	WILL CALL
Report Totals	\$2,700.00	\$2,520.00	\$90.00	\$90.00	\$5,400.00	

Lexington & Fayette County Parking Authority
Statement of Net Position

Substantially All Disclosures Omitted

	As Of 07/31/19	As Of 07/31/18	Variance 07/31/19
Assets			
Current Assets			
Cash	\$ 2,003,230	\$ 1,624,493	\$ 378,737
Cash-Change Fund	7,102	12,099	(4,997)
Accounts Receivable	27,546	51,385	(23,839)
Prepaid Expenses	157,578	0	157,577
Restricted Cash & Cash Equivalents			
Investments-BB&T-Restricted Cash	3,500,000	3,500,000	0
Investments-BB&T-Garage Maintenance Reserve	1,015,676	933,774	81,903
Investments-BB&T-Unrealized G/L	3,375	(626)	4,002
Investments-BB&T-Accrued Interest	29,123	0	29,123
Total Restricted Cash & Equivalents	<u>4,548,174</u>	<u>4,433,148</u>	<u>115,028</u>
Total Current Assets	<u>6,743,630</u>	<u>6,121,125</u>	<u>622,506</u>
Non-Current Assets			
Capital Assets			
Land	7,585,095	7,585,094	0
Parking Facilities & Improvements	12,144,374	10,794,871	1,349,503
Equipment & Furniture	2,178,153	1,935,128	243,025
Construction In Progress	130,249	100,269	29,980
Computer Software	10,850	10,850	0
Total Capital Assets	<u>22,048,721</u>	<u>20,426,212</u>	<u>1,622,508</u>
Less: Accumulated Depreciation	<u>(3,944,716)</u>	<u>(3,272,571)</u>	<u>(672,145)</u>
Total Capital Assets, Net of Accumulated Depreciation	<u>18,104,005</u>	<u>17,153,641</u>	<u>950,363</u>
Total Non-Current Assets	<u>18,104,005</u>	<u>17,153,641</u>	<u>950,363</u>
Total Assets	<u>\$ 24,847,635</u>	<u>\$ 23,274,766</u>	<u>\$ 1,572,869</u>
Liabilities and Net Assets			
Current Liabilities			
Accounts Payable and Accrued Liabilities	\$ 692,614	\$ 427,667	\$ 264,947
Compensated Absences	9,230	12,466	(3,237)
Deposits Payable	4,695	4,510	186
Note Payable	405,059	401,094	3,965
Total Current Liabilities	<u>1,111,598</u>	<u>845,737</u>	<u>265,861</u>
Non-Current Liabilities			
Note Payable	2,828,186	3,233,511	(405,325)
Compensated Absences	9,230	12,466	(3,237)
Deposits Payable	0	3,038	(3,037)
Total Non-Current Liabilities	<u>2,837,416</u>	<u>3,249,015</u>	<u>(411,599)</u>
Total Liabilities	<u>3,949,014</u>	<u>4,094,752</u>	<u>(145,738)</u>
Net Position			
Capital Assets Net of Debt	14,870,758	13,519,036	1,351,723
Restricted-Garage Maintenance Reserve	1,048,175	934,814	113,360
Restricted-Capital Asset Mgmt Program	3,500,000	3,500,000	0
Unrestricted	1,479,688	1,226,164	253,524
Total Net Position	<u>20,898,621</u>	<u>19,180,014</u>	<u>1,718,607</u>
Total Liabilities and Net Assets	<u>\$ 24,847,635</u>	<u>\$ 23,274,766</u>	<u>\$ 1,572,869</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 7/31/2019 Actual	Month End 7/31/2019 FYE Budget	Variance 7/31/2019	FYTD 7/31/2019 Actual	FYTD 7/31/2019 FYE Budget	Variance 7/31/2019	Annual Budget 6/30/2020 FYE Budget	
Revenue								
Revenue OnStreet								
1	Parking - Monthly Rental	\$ 12,964	\$ 8,167	\$ 4,797	\$ 12,964	\$ 8,167	\$ 4,797	\$ 98,004
2	Parking - Meter Collections	101,319	126,164	(24,845)	101,319	126,164	(24,845)	1,444,144
3	Parking - Fines	72,265	80,516	(8,251)	72,265	80,516	(8,251)	981,438
4	Total Revenue OnStreet	186,548	214,847	(28,299)	186,548	214,847	(28,299)	2,523,586
Revenue OffStreet								
5	Parking - Monthly Rental	140,435	112,920	27,515	140,435	112,920	27,515	1,355,400
6	Parking - Transient Rental	66,023	70,053	(4,030)	66,023	70,053	(4,030)	799,242
7	Parking - Event	5,983	6,000	(17)	5,983	6,000	(17)	208,500
8	Parking - Validations	3,449	4,092	(643)	3,449	4,092	(643)	46,686
9	Parking - Fines	30	0	30	30	0	30	0
10	Overage/Shortage/Fees	752	0	752	752	0	752	0
11	Total Revenue OffStreet	216,672	193,065	23,607	216,672	193,065	23,607	2,409,828
12	Commercial Property Rental	4,929	4,967	(38)	4,929	4,967	(38)	59,604
13	Miscellaneous Income	25	0	25	25	0	25	0
14	Total Revenue	408,174	412,879	(4,705)	408,174	412,879	(4,705)	4,993,018
Operating Expenses								
OnStreet Operating Expenses								
15	Lanier Operating Expenses	95,502	98,503	3,001	95,502	98,503	3,001	1,104,023
16	Property & Casualty Excess Insurance	995	1,440	445	995	1,440	445	1,440
17	Bank & Credit Card Fees	10,238	11,000	762	10,238	11,000	762	132,000
18	Total OnStreet Operating Expenses	106,735	110,943	4,208	106,735	110,943	4,208	1,237,463
OffStreet Operating Expenses								
19	Lanier Operating Expenses	65,826	101,253	35,427	65,826	101,253	35,427	1,112,657
20	Property & Casualty Excess Insurance	57,120	57,501	381	57,120	57,501	381	57,501
21	Bank & Credit Card Fees	5,114	4,584	(530)	5,114	4,584	(530)	55,008
22	Utilities	9,839	10,166	327	9,839	10,166	327	121,992
23	Interest Expense	5,864	6,667	802	5,864	6,667	802	80,000
24	Total OffStreet Operating Expenses	143,763	180,171	36,407	143,763	180,171	36,407	1,427,158
25	Personnel Expenses	38,982	25,872	(13,109)	38,982	25,872	(13,109)	310,464
Administrative Expenses								
26	Property & Casualty Excess Insurance	35,860	37,400	1,540	35,860	37,400	1,540	37,400
27	Other Professional Services	2,325	18,950	16,625	2,325	18,950	16,625	227,400
28	Rent/Lease Expenses	876	876	0	876	876	0	10,512
29	Landline Phones	397	442	45	397	442	45	5,304
30	Business Travel & Training	0	1,625	1,625	0	1,625	1,625	19,500
31	Dues Subscriptions & Publications	449	258	(191)	449	258	(191)	3,096
32	Office Supplies	429	583	153	429	583	153	6,996
33	Office Machines & Equipment	0	208	208	0	208	208	2,496
34	Office Repairs & Maintenance	0	125	125	0	125	125	1,500
35	Mileage Expense	0	33	33	0	33	33	396
36	Operating Contingency	0	7,500	7,500	0	7,500	7,500	90,000
37	Total Administrative Expenses	40,336	68,000	27,663	40,336	68,000	27,663	404,600
38	Total Operating Expenses	329,816	384,986	55,169	329,816	384,986	55,169	3,379,685
39	Change in Net Position Before Capital & Other Financing	78,358	27,893	50,464	78,358	27,893	50,464	1,613,333
Expenses For Capital Assets								
40	Depreciation & Amortization	59,406	56,601	(2,805)	59,406	56,601	(2,805)	679,214
41	Total Expenses For Capital Assets	59,406	56,601	(2,805)	59,406	56,601	(2,805)	679,214
Other Financing Sources								
42	Interest Income	9,166	0	9,167	9,166	0	9,167	0
43	Unrealized Gain / Loss on Investments	1,618	0	1,618	1,618	0	1,618	0
44	Total Other Financing Sources	10,784	0	10,785	10,784	0	10,785	0
45	Total Change in Net Position	\$ 29,736	\$ (28,708)	\$ 58,444	\$ 29,736	\$ (28,708)	\$ 58,444	\$ 934,119

No assurance is provided on these financial statements.

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

Substantially All Disclosures Omitted

	Month To Date 7/31/2019
Cash Flows from Operating Activities	
Cash received from parking customers	\$ 416,754
Cash received from commercial property renters	4,929
Cash payments to suppliers for goods and services	(329,852)
Cash payments to employees for services	(25,177)
Cash payments of related party payables to LFUCG	(1,841)
Net Cash Provided by Operating Activities	<u>64,813</u>
Cash Flows from Noncapital Financing Activities	
Cash payments on Note Payable	(33,865)
Net Cash Used in Noncapital Financing Activities	<u>(33,865)</u>
Cash Flows from Capital and Investing Activities	
Net Changes in Restricted Investments	19,956
Purchases of Capital Assets	(183,598)
Net Changes in Capital and Investing Activities	<u>(163,642)</u>
Net Increase (Decrease) in Cash and Cash Equivalents	(132,694)
Cash and Cash Equivalents, Beginning of Period	<u>2,143,026</u>
Cash and Cash Equivalents, End of Period	<u><u>\$ 2,010,332</u></u>
Reconciliation of Operating Income to Net Cash Flows Provided by Operating Activities	
Change in Net Position	\$ 29,736
Adjustments to Reconcile Operating Income to Net Cash Provided by Operating Activities:	
Unrealized losses (gains) on investments	(1,618)
Depreciation and Amortization	59,406
Changes in Assets and Liabilities:	
Accounts Receivable	13,534
Accrued Interest	(29,123)
Accounts Payable and Accrued Liabilities	(7,122)
Net Cash Provided by Operating Activities	<u><u>\$ 64,813</u></u>

No assurance is provided on these financial statements.

Lexington & Fayette County Parking Authority Management Report Capital Expenditures

Substantially All Disclosures Omitted

	FYTD 07/31/19 <u>Actual</u>	Year Ending 06/30/19 <u>Actual</u>	Year To Date 07/31/19 Capital Expenditures	FYTD 06/30/20 <u>Annual Cap Ex Budget</u>
Capital Assets				
Land	7,585,094	7,585,094	0	0
Parking Facilities & Improvements	12,144,374	12,144,374	0	2,375,250
Equipment & Furniture	2,178,153	1,996,555	181,598	323,000
Construction In Progress	130,249	128,249	2,000	0
Computer Software	10,850	10,850	0	0
Total Capital Assets	<u>22,048,720</u>	<u>21,865,122</u>	<u>183,598</u>	<u>2,698,250</u>



LEXPARK
On-Street Financial Report
July 31, 2019
Location 21081200



Description	Current Actual	% of Total Revenue	Current Budget	Current Variance		YTD Actual	% of Total Revenue	YTD Budget	YTD Variance
Revenue									
1 Meter Receipts	\$ 94,297	51%	\$ 118,161	\$ (23,864)	A	\$ 94,297	51%	\$ 118,161	\$ (23,864)
2 Permit Sales/Monthly Permit Sales	\$ 12,964	7%	\$ 15,000	\$ (2,037)		\$ 12,964	7%	\$ 15,000	\$ (2,037)
3 Violation Tickets	\$ 70,135	38%	\$ 75,476	\$ (5,341)		\$ 70,135	38%	\$ 75,476	\$ (5,341)
4 Bag Rental Fees	\$ 7,023	4%	\$ 8,003	\$ (980)		\$ 7,023	4%	\$ 8,003	\$ (980)
5 Booting Fees	\$ 2,070	1%	\$ 5,040	\$ (2,970)		\$ 2,070	1%	\$ 5,040	\$ (2,970)
6 Total Revenue	\$ 186,488		\$ 221,680	\$ (35,192)		\$ 186,488		\$ 221,680	\$ (35,192)
Expenses									
Payroll									
7 Salaries & Wages	\$ 33,556		\$ 41,287	\$ 7,732	B	\$ 33,556		\$ 41,287	\$ 7,732
8 Payroll Taxes	\$ 4,869		\$ 5,991	\$ 1,122		\$ 4,869		\$ 5,991	\$ 1,122
9 Workers Comp Ins	\$ 2,097		\$ 2,580	\$ 483		\$ 2,097		\$ 2,580	\$ 483
10 Liability Insurance	\$ 1,599		\$ 1,599	\$ -		\$ 1,599		\$ 1,599	\$ -
11 Employee Health Insurance	\$ 2,508		\$ 5,070	\$ 2,562		\$ 2,508		\$ 5,070	\$ 2,562
12 Total Payroll	\$ 44,629	24%	\$ 56,528	\$ 11,899		\$ 44,629	24%	\$ 56,528	\$ 11,899
Field									
13 Uniforms	\$ 83		\$ 250	\$ 167		\$ 83		\$ 250	\$ 167
14 Hiring/Training	\$ 50		\$ 137	\$ 88		\$ 50		\$ 137	\$ 88
15 Vehicle Expense	\$ 639		\$ 1,280	\$ 642		\$ 639		\$ 1,280	\$ 642
16 EMS/IPS/PBP/CCS Service Fees	\$ 31,192		\$ 22,781	\$ (8,410)	C	\$ 31,192		\$ 22,781	\$ (8,410)
17 Professional Services/Fees	\$ 786		\$ 517	\$ (269)		\$ 786		\$ 517	\$ (269)
18 General Supplies	\$ 3,832		\$ 3,017	\$ (815)		\$ 3,832		\$ 3,017	\$ (815)
19 Repairs - Maintenance	\$ 5,457		\$ 1,550	\$ (3,907)		\$ 5,457		\$ 1,550	\$ (3,907)
20 Total Field	\$ 42,037	23%	\$ 29,532	\$ (12,505)		\$ 42,037	23%	\$ 29,532	\$ (12,505)
Office									
21 Communications/Telephones	\$ 1,079		\$ 2,801	\$ 1,722	D	\$ 1,079		\$ 2,801	\$ 1,722
22 Office Supplies	\$ -		\$ 196	\$ 196		\$ -		\$ 196	\$ 196
23 Printing & Design/Ticket Purchase	\$ 1,250		\$ 548	\$ (702)		\$ 1,250		\$ 548	\$ (702)
24 Postage/Dues & Memberships	\$ 1,458		\$ 1,853	\$ 395		\$ 1,458		\$ 1,853	\$ 395
25 Employee Incentive	\$ -		\$ 175	\$ 175		\$ -		\$ 175	\$ 175
26 Total Office	\$ 3,788	2%	\$ 5,573	\$ 1,786		\$ 3,788	2%	\$ 5,573	\$ 1,786
Miscellaneous									
27 Base Management Fee	\$ 1,465		\$ 1,465	\$ -		\$ 1,465		\$ 1,465	\$ -
28 Management Incentive Fee	\$ 2,894		\$ 2,319	\$ (575)		\$ 2,894		\$ 2,319	\$ (575)
29 Dues & Subscriptions	\$ 632		\$ 3,086	\$ 2,454		\$ 632		\$ 3,086	\$ 2,454
30 Total Miscellaneous	\$ 4,991	3%	\$ 6,870	\$ 1,879		\$ 4,991	3%	\$ 6,870	\$ 1,879
31 Total Expenses	\$ 95,446	51%	\$ 98,503	\$ 3,058		\$ 95,446	51%	\$ 98,503	\$ 3,058
32 Net Income (Loss)	\$ 91,043		\$ 123,177	\$ (32,134)		\$ 91,043		\$ 123,177	\$ (32,134)

Variance Notes

A Meter revenues were projected higher than actuals due to rate increase and not factoring in the level of impact from school being out of session.

B Variance due in part to not yet utilizing contingency funds for employee appreciation/bonus payouts. Utilization of these funds is expected as the year progresses.

C Variance due to several IRIS subscription monthly invoices not processing until this month as well as a credit card processing invoice from June for \$5,118.00

D Variance due to not processing invoice for new phone system. Invoice received and processed in August 2019 and will be reflected on subsequent statement.



LEXPARK
Garage Financial Report
July 31, 2019
Location 21081201..21081204



Description	Current Actual	% of Total Revenue	Current Budget	Current Variance		YTD Actual	% of Total Revenue	YTD Budget	YTD Variance
Revenue									
1 Monthly	\$ 140,555	65%	\$ 112,950	\$ 27,605		\$ 140,555	65%	\$ 112,950	\$ 27,605
2 Violation Tickets	\$ 90	0%	\$ 1,100	\$ (1,010)		\$ 90	0%	\$ 1,100	\$ (1,010)
3 Transient	\$ 64,726	30%	\$ 70,053	\$ (5,327)		\$ 64,726	30%	\$ 70,053	\$ (5,327)
4 Stamp/Validation	\$ 3,449	2%	\$ 4,092	\$ (643)		\$ 3,449	2%	\$ 4,092	\$ (643)
5 Event	\$ 5,983	3%	\$ 6,000	\$ (17)		\$ 5,983	3%	\$ 6,000	\$ (17)
6 Total Revenue	\$ 214,803		\$ 194,195	\$ 20,608		\$ 214,803		\$ 194,195	\$ 20,608
Expenses									
Payroll									
7 Salaries & Wages	\$ 31,756		\$ 39,346	\$ 7,590	A	\$ 31,756		\$ 39,346	\$ 7,590
8 Payroll Taxes	\$ 4,608		\$ 5,709	\$ 1,101		\$ 4,608		\$ 5,709	\$ 1,101
9 Workers Comp Ins	\$ 1,985		\$ 2,459	\$ 474		\$ 1,985		\$ 2,459	\$ 474
10 Liability Insurance	\$ 2,948		\$ 2,948	\$ -		\$ 2,948		\$ 2,948	\$ -
11 Employee Health Insurance	\$ 261		\$ 5,501	\$ 5,241		\$ 261		\$ 5,501	\$ 5,241
12 Total Payroll	\$ 41,558	19%	\$ 55,964	\$ 14,406		\$ 41,558	19%	\$ 55,964	\$ 14,406
Field									
13 Uniforms	\$ 52		\$ 400	\$ 348		\$ 52		\$ 400	\$ 348
14 Hiring/Training	\$ 143		\$ 155	\$ 12		\$ 143		\$ 155	\$ 12
15 Repairs - Maintenance	\$ -		\$ 14,500	\$ 14,500	B	\$ -		\$ 14,500	\$ 14,500
16 Vehicle Expense	\$ 1,057		\$ 810	\$ (247)		\$ 1,057		\$ 810	\$ (247)
17 EMS/IPS/PBP/CCS Service Fees	\$ 8,833		\$ 7,559	\$ (1,275)		\$ 8,833		\$ 7,559	\$ (1,275)
18 Professional Services/Fees	\$ 2,889		\$ 8,375	\$ 5,486		\$ 2,889		\$ 8,375	\$ 5,486
19 Repairs - Sweeper	\$ -		\$ 619	\$ 619		\$ -		\$ 619	\$ 619
20 General Supplies	\$ 4,939		\$ 4,167	\$ (772)		\$ 4,939		\$ 4,167	\$ (772)
21 Elevator Maintenance	\$ 1,556		\$ 1,667	\$ 111		\$ 1,556		\$ 1,667	\$ 111
22 Damages - Billable	\$ 390		\$ -	\$ (390)		\$ 390		\$ -	\$ (390)
23 Total Field	\$ 19,857	9%	\$ 38,251	\$ 18,394		\$ 19,857	9%	\$ 38,251	\$ 18,394
Office									
24 Communications	\$ 364		\$ 2,741	\$ 2,377	C	\$ 364		\$ 2,741	\$ 2,377
25 Office Supplies	\$ -		\$ 192	\$ 192		\$ -		\$ 192	\$ 192
26 Printing & Design	\$ -		\$ 618	\$ 618		\$ -		\$ 618	\$ 618
27 Postage	\$ 518		\$ 292	\$ (226)		\$ 518		\$ 292	\$ (226)
28 Total Office	\$ 882	0%	\$ 3,842	\$ 2,960		\$ 882	0%	\$ 3,842	\$ 2,960
Miscellaneous									
29 Base Management Fee	\$ 2,701		\$ 2,701	\$ -		\$ 2,701		\$ 2,701	\$ -
30 Dues & Subscriptions	\$ 889		\$ 342	\$ (546)		\$ 889		\$ 342	\$ (546)
31 Total Miscellaneous	\$ 3,590	2%	\$ 3,044	\$ (546)		\$ 3,590	2%	\$ 3,044	\$ (546)
32 Total Expenses	\$ 65,887	31%	\$ 101,101	\$ 35,214		\$ 65,887	31%	\$ 101,101	\$ 35,214
33 Net Income (Loss)	\$ 148,916		\$ 93,094	\$ 55,822		\$ 148,916		\$ 93,094	\$ 55,822

Variance Notes

A Variance due in part to not yet utilizing contingency funds for employee appreciation/bonus payouts. Utilization of these funds is expected as the year progresses.

B Variance due to not yet utilizing funds for repairs. Many projects were completed in June before the close of FY'19. These funds are anticipated to be utilized in future periods of FY'20.

C Variance due to not processing invoice for new phone system. Invoice received and processed in August 2019 and will be reflected on subsequent statement.

Lexington/ Fayette Co Parking Authority

Balance Sheet

July 31, 2019

ASSETS

Current Assets		
Cash - US Bank	\$ 14,051.30	
Total Current Assets		14,051.30
Property and Equipment		
Building Improvements	50,060.30	
Total Property and Equipment		50,060.30
Other Assets		
Total Other Assets		0.00
Total Assets	\$	<u>64,111.60</u>

LIABILITIES AND CAPITAL

Current Liabilities		
Tenant Deposits	\$ 1,765.63	
Total Current Liabilities		1,765.63
Long-Term Liabilities		
Total Long-Term Liabilities		0.00
Total Liabilities		1,765.63
Capital		
Beginning Balance Equity	30,139.26	
Capital Contribution, Net	(190,900.00)	
Retained Earnings	220,583.27	
Net Income	2,523.44	
Total Capital		<u>62,345.97</u>
Total Liabilities & Capital	\$	<u>64,111.60</u>

Lexington/ Fayette Co Parking Authority
 Income Statement
 Compared with Budget
 For the One Month Ending July 31, 2019

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
Revenues						
Rental Income	\$ 3,142.54	\$ 3,143.00	(0.46)	\$ 3,142.54	\$ 3,143.00	(0.46)
Income - Utilities	117.40	120.00	(2.60)	117.40	120.00	(2.60)
Total Revenues	<u>3,259.94</u>	<u>3,263.00</u>	<u>(3.06)</u>	<u>3,259.94</u>	<u>3,263.00</u>	<u>(3.06)</u>
Cost of Sales						
Total Cost of Sales	0.00	0.00	0.00	0.00	0.00	0.00
Gross Profit	<u>3,259.94</u>	<u>3,263.00</u>	<u>(3.06)</u>	<u>3,259.94</u>	<u>3,263.00</u>	<u>(3.06)</u>
Expenses						
Property Management Fee	500.00	500.00	0.00	500.00	500.00	0.00
Repair & Maintenance	236.50	225.00	11.50	236.50	225.00	11.50
Total Expenses	<u>736.50</u>	<u>725.00</u>	<u>11.50</u>	<u>736.50</u>	<u>725.00</u>	<u>11.50</u>
Net Income	<u>\$ 2,523.44</u>	<u>\$ 2,538.00</u>	<u>(14.56)</u>	<u>\$ 2,523.44</u>	<u>\$ 2,538.00</u>	<u>(14.56)</u>

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

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
7/12/19	1127	500 100	Property Management Fee Cash - US Bank	Invoice: 010158 Schrader Commercial Properties, LLC	500.00	500.00
7/16/19	1128	511 100	Repair & Maintenance Cash - US Bank	Invoice: 7743 Allstate Heating and Cooling, Inc.	127.50	127.50
7/23/19	1129	511 100	Repair & Maintenance Cash - US Bank	Invoice: 071019 Bill Gorman Plumbing	109.00	109.00
Total					736.50	736.50

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

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

Account ID Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
	7/31/19			Ending Balance			236.50

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

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance	11,527.86
Add: Cash Receipts	3,259.94
Less: Cash Disbursements	(736.50)
Add (Less) Other	_____
Ending GL Balance	<u>14,051.30</u>
Ending Bank Balance	14,051.30
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>14,051.30</u></u>



Lexington & Fayette County Parking Authority

Conflict of Interest Policy

Board members shall disclose annually in writing to the entire Board if they, or any member of their immediate families, or any organization with which they are affiliated, presently transact business with the Lexington & Fayette County Parking Authority or might reasonably be expected to do so in the future.

An affiliation with an organization will be considered to exist when a Board member or a member of his or her immediate family is an officer, director, trustee, partner, employee or agent of the organization; or owns five percent of the voting stock or controlling interest in the organization; or has any other substantial interest or dealings with the organization.

Board Members with such relationships will not be eligible to vote on matters directly pertaining to the business to be transacted with the identified person or organization or on issues that may result in any benefit inuring to the benefit of the identified person or organization. Minutes of appropriate meeting shall reflect that such disclosure was made, that such Board member abstained from voting, and that such Board member was not counted for the purpose of determining a quorum.

The foregoing requirements, however, should not be constructed to prevent a particular Board member from briefly stating his/her position on the matter, nor from answering pertinent questions of other directors by reason of the fact that personal knowledge on the matter may be of assistance to the other Board members in reaching their decision.

Board members maintaining no such relationships will attest annually to that fact in writing and agree to notify the Board should their status change.



Lexington & Fayette County Parking Authority

Current of Interest Statement

I have read the above Conflict of Interest Policy and agree to its term.

Name: _____

Signature: _____ Date: _____

*I hereby state that to the best of my knowledge I maintain **no relationship** with a person or organization as defined in the Conflict of Interest Policy that is currently transacting business or expect to transact business with Lexington & Fayette County Parking Authority.*

Name: _____

Signature: _____ Date: _____

*I hereby state that **I do have a relationship** with person or organization, as defined above and listed below, which might constitute, or lead to, a conflict of interest.*

Name: _____

Signature: _____ Date: _____

Entity	Relationship
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Garage Updates

Helix Garage:

- The garage lighting system was programmed with a blue and white scheme for UK football.
- The garage lighting system was programmed with the standard multicolor scheme.

Transit Center Garage:

- Walter P Moore is completing construction details and technical specifications associated with the beam repair and will submit the repair package to LPA in the coming days. Walter P Moore provided an Opinion of Probable Cost of \$135,000 for the repair of the beam. Shoring has been installed on level 4W and Level 2W to stabilize the beam until the repair can be completed. LPA has stressed to Walter P Moore the importance of completing the repairs as soon as possible.



- United Electric is completing the installation of the new exhaust fans and associated sensors and controls. The new system will be automatically controlled by O and CO sensors; improving energy efficiency and assuring safe air quality throughout the underground facility.
- Installation of the new back-up generator for the Transit Center Garage has been completed. Replacement of the generator was an action item on the capital asset management plan.

Victorian Square Garage:

- LPA met on site with Clive Pohl of Pohl Rosa Pohl, and Adam Hayward of Vincent Lighting, to test LED fixtures and discuss the best options for the lighting design proposed for the façade enhancement project.
- Pohl Rosa Pohl continued design development of the proposed sign, obtaining an initial cost estimate of \$51,000. LPA has instructed Pohl Rosa Pohl to reach out to additional sign manufacturers, in hopes of finding lower cost estimates.

General Garage Notes:

- LPA met with Javier Balma of Walter P Moore, to survey the garages for the FY20 CAMP repairs and further inspect the beam issue at the Transit Center Garage. Based on Mr. Balma's observations, repairs will likely be required to additional post-tension beams in the Transit Center Garage and most of the FY20 CAMP budget may be allocated to those repairs. Walter P Moore will perform additional beam explorations before making a final determination on the FY20 repair bid package.

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

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

The 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}
- 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}
- Increase off-street (garage) maximum daily rates by \$1.00 {DONE: \$2 increase implemented 01/04/15}
- Determine the average duration of stay at each facility and consider small increases to the corresponding facility rate band {ALS established, monitoring and looking for opportunities}
- 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}

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}**
 - Day Permits (not 24/7; business hours only) **{Still investigating options}**
 - Frequent Parker Program **{Add when upgrading PARCS}**
 - Free / Reduced parking for ride-sharing vehicles **{Board suggested marketing this @ the Helix}**
 - 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 equipment purchases are made. LEXPARK office credit card swipe machine accepts EMV cards}

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}**

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 (who are publishing an RFP very soon for this service) (UK RFP projected for 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}

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 LFPCA and the parking system to be a catalyst for economic growth in Lexington, KY
- Provide flexibility to both LFPCA, 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 LFPCA 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
- 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}**
- 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**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}

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 lexpark.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