

October 14, 2021 Board Meeting Agenda



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

Next Meeting: November 11, 2021

Lexington & Fayette County Parking Authority

Board Meeting Minutes
September 9, 2021

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

Location: MMLK Conference Room, 201 East Main Street, #900

Voting Members: Kenton Ball
Erin Hensley
Thomas Pettit

Executive Director: Gary Means

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

Guests: Mark Doering, Reef
Chris Goodson, Reef
Julie Schickel, VistLex
Charles Stephenson, Reef

Item 1 – Call to Order:

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

Item 2 – Approval of August 2021 Minutes

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

Item 3 – Update on ED Activities

A. Executive Director Report

Mr. Means presents the Executive Director Report.

B. Operational Reports

Mr. Means presents the operational reports. Visitors to the website increased. Meter in-service rates were affected by shipping delays. The increase in appeals is related to the increase in citations. Voids fell within acceptable parameters. There was an increase of 46 garage monthly permit parkers over the previous month. Courthouse Garage is now the only facility with monthly parking capacity.

C. COVID-19 Update

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

Item 4 – Financial Reports

Mr. Means presents the July 2021 financials. Mr. Doering summarizes variances on the REEF reports. Meter Collections exceeded budget for the month while Meter Fines fell under budget for the month. REEF expenses fell under budget for the month. Mr. Means will confer with DDAF regarding the zero budget in Bank and Credit Card Fees. The reserves for garage maintenance are being spent. The June and July 2021 financials will remain in draft status until completion of the FY21 audit.



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Item 5 – On-Street*A. Curbside Pick Up Spaces/Outdoor Expansion Areas*

Mr. Means presents an update on the Curbside Pickup spaces and Outdoor Expansion Areas.

B. Meter Bag Extension Request

Mr. Means presents a request for extended meter bagging from the Webb Companies related to the construction of a new garage. He informs the Board that LPA staff will approve meter bag requests for the duration of the project.

C. Policy for New Meters on North Limestone and North Upper

Mr. Means presents the Commissioners with three options for meeting the needs of Third Street residents and the Carnegie Center in response to the new parking meters on North Lime and North Upper. The LPA staff suggestion is to reduce meter operation hours to accommodate Carnegie Center students, and to create a digital permit for residents in the Third Street area. Ms. Hensley makes a motion to accept the staff recommendation for a one-year term only. Mr. Pettit seconds. The vote was unanimous, and the motion carried.

Item 6 – Off-Street*A. Garage Updates*

Mr. Trammell presents the garage updates. Repairs were made to the LiveWall system at Victorian Square. He also presents options for repair or replacement of stairs in the Transit Center Garage. By consensus, the Commissioners agree to limit CAMP spending to one million this fiscal year, and that should include the staircases.

Item 7 – Downtown Lexington Partnership Updates

Mr. Means (on behalf of Mr. Sweeney) reports that TNL is a success and planning has begun for the holiday season.

Item 8 – Visit Lex Updates

Ms. Schickel reports a recent slowdown in traffic to the visitors center but there are upcoming events.

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



Lexington & Fayette County Parking Authority
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October 4th, 2021
**Lexington & Fayette County
 Parking Authority
 Executive Directors Report
 September 2021**



Accomplishments

- Attended the Mid-South Transportation and Parking Association annual conference and trade show in Chattanooga
- Along with PayByPhone as a partner, participated in PARK(ing) Day 2021 and set up an educational “parklet” on Short St.
- Received full LPA Board approval to continue the no charge policy on the curbside pick-up and expanded seating spaces through the end of December 2021.
- We fully converted to our new phone system by Lingo at the LPA offices which offers a few more features and will save money over our current system
- The LEXPARK maintenance team installed 6 of the 22 new LUKE Cosmo pay stations in our on-street metered areas, which helps to replace meters that will no longer communicate with the new 4G/5G networks, this project also includes a new signage plan and will continue through out the fall and early winter as time allows
- As a continued response to COVID-19 maintained 28 curbside pickup spaces for downtown restaurants for the full month of September

Meetings with LFUCG/LFCPA staff

- Attended the September LFUCG Bike & Ped Advisory Committee meeting (via ZOOM)
- Attended the September LPA Board meeting – in person
- LPA Board Chair, Jim Frazier and I met with several members of the Mayor’s staff to discuss parking challenges around the Main Street Baptist Church, Rupp Arena, the new Convention Center and the upcoming Town Branch Park
- Ed and I attended an online meeting with 2nd District Council member Josh McCurn and other LFUCG representatives to discuss the continued challenges of illegal parking by an auto repair facility in the Meadowthorpe area
- Continued weekly meetings with LPA staff only
- Held regular weekly (TEAMS) meetings for On-Street and Garage operations with REEF Parking (LEXPARK) staff
- Held regular Bi-monthly conference calls with LPA & LEXPARK local staff and REEF corporate staff and municipal experts

Meetings with External Individuals/Groups

- Met Online with the new Assistant City Manager of Covington KY, who wanted to explore ideas on improving their parking authority and upgrading services
- Online meeting with Parker Technologies a group who has a two-way communication system for parking facilities that works much like the new drive-thru facilities at banks where you can see the person you are speaking with, and they can see you
- Online meeting with POPULUS representative to discuss the progress of the 8-city cohort group by POPULUS focused on new best practice procedures for curb management and our impressions of their digital platform
- Ed and I met online with representatives from Walter P Moore regarding the Transit Center Garage Stair Bid Review and the new Consulting Engineering Services Contract for our parking facility CAMP work
- Attended the Mid-South Transportation and Parking Association annual conference and trade show in Chattanooga
- Kara and I met online with our Auditors to go over the timing and questions related to our FY21 audit
- Participated in PARK(ing) Day 2021 as we partnered with PayByPhone and their regional sales director to set up a “parklet” on Short St. to educate the public on the benefits of PayByPhone and answer any questions they may have
- Participated in an Online IPMI Executive Committee meeting
- We had 2 productive days of in person meetings with the new Flash Parking Customer Success program director, Casey Jones, he will be back for the 2nd part of the program kick-off and info sharing in one month
- Participated in an International Parking & Mobility Institute (IPMI) Board of Directors meeting via ZOOM
- Along with other members of our local team, participated in an online demo of the VadePark dashboard, this group has installed several cameras on Short St. and the parking data they are receiving in this pilot is very useful
- Our team and representatives from Flash parking continued our weekly (TEAMS) meetings to discuss final implementations and other side bar tasks
- Ed and I held weekly teleconference meetings with our Walter P Moore engineers regarding our CAMP repairs

Future Goals and Planned Activities

- Work with Flash Parking on finalizing the implementation of our new PARCS (Garage Equipment). As of August, initial installs are complete and an upgrade to the LPR system with newer more technical (artificial intelligence) cameras are to be installed in October
- Continue working on the Transit Center garage from gated to gateless, enforcement fully in place now, space count sign integrations is left to complete
- Continue to market the pay-by-phone program (especially as “touchless” option)
- Continue working on recommendations from the Kimley-Horn Operations and Best Practices Audit

- Continue working on 10-year Capital Asset Management Plan
- Implement recommendations from Walker Consultants' 10-Year Analysis
- Re-start process to submit the Helix on Main for the Green Garage Certification now called ParkSmart and is under the US Green Building Council
- Continue to focus on the use of social media such as Twitter and Facebook to help get the positive word out about **LEXPARK**
- Continue planning media releases and related marketing information
- Continue holding weekly operations meetings with **LEXPARK** staff
- Attend various board and committee meetings that I serve on
- Continue meeting with various LFUCG departments as needed
- Continue meeting with the Downtown Lexington Partnership as needed
- Meet with Individuals and groups regarding the Parking Authority
- Work on agreed upon Lexington Parking Authority goals
- As time allows, I review training sessions from IPMI virtual conferences which are free and available for one year following the sessions

LFCPA and LEXPARK Key Performance Indicators

Use-Input Variable cells.

Totals for underlying cells.

REVENUE STREAM INTEGRITY and SECURITY												TOTAL		AVERAGE		Percent of Total		
Note Jan-21 Feb-21 Mar-21 Apr-21 May-21 Jun-21 Jul-21 Aug-21 Sep-21 Oct-21 Nov-21 Dec-21																		
Field Inspections (with Contact)																		
1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	#DIV/0!	
2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	#DIV/0!	
3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	#DIV/0!	
4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	#DIV/0!	
5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	#DIV/0!	
6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	#DIV/0!	
Field Observations (Covert)																		
7	10	12	12	12	11	14	14	16	14	11						112	12.4	100%
8	3	5	1	1	2	3	2	2	4	3	2	2	2	2	2	24	2.7	21%
9	3	2	2	3	2	2	4	4	2	3	2	2	2	2	2	25	2.8	22%
10	1	0	1	2	2	1	2	2	1	2	2	2	2	2	2	12	1.3	11%
11	3	5	8	6	5	6	6	8	5	5	5	5	5	5	5	51	5.7	46%
Revenue Control Discrepancies Noted																		
12	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A
13	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A
14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A
15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A
16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A
Customer Satisfaction																		
17	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	2	0	N/A
18	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1	0.1	N/A
19	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	0	N/A
Activity Levels																		
21	30,415	25,313	47,941	52,374	42,142	38,668	46,087	55,724	52,827							391,491.0	43,499.0	N/A
22																\$0.00	N/A	N/A
23	1,118	792	1,726	1,657	1,341	1,476	1,476	1,209	1,404							12,199	\$ 1,355.44	N/A
Camera Observations																		
24					N/A	N/A	N/A	N/A	N/A	0						0	N/A	N/A
25					N/A	N/A	N/A	N/A	N/A	0						\$0.00	N/A	N/A
26					N/A	N/A	N/A	N/A	N/A	0						\$0.00	N/A	N/A
27					N/A	N/A	N/A	N/A	N/A	0						\$0.00	N/A	N/A
Average Meter Payment																		
28	\$1.19	\$1.29	\$1.26	\$1.24	\$1.15	\$1.12	\$1.16	\$1.31	\$1.21							N/A	\$1.21	N/A
29	\$1.82	\$1.78	\$1.96	\$1.84	\$1.74	\$1.70	\$1.71	\$2.01	\$1.83							N/A	2	N/A
30	\$1.05	\$1.05	\$1.04	\$1.03	\$0.95	\$0.94	\$0.97	\$0.96	\$0.95							N/A	1	N/A
Credit Card Usage and Forms of Payment																		
31	52.0%	75.5%	75.0%	74.0%	68.0%	55.0%	53.0%	56.0%	71.8%							N/A	64.5%	N/A
32	\$2.10	\$2.35	\$2.24	\$2.22	\$2.03	\$2.00	\$2.00	\$2.32	\$2.54							N/A	\$2.2	N/A
33	26.0%	45.4%	26.0%	25.6%	26.0%	25.4%	24.8%	25.2%	25.4%							N/A	27.8%	N/A
34	\$1.77	\$1.71	\$1.77	\$1.74	\$1.75	\$1.74	\$1.73	\$1.75	\$1.75							N/A	174.6%	N/A
35	16.0%	23.0%	21.0%	16.5%	16.0%	16.4%	13.0%	15.3%	20.4%							N/A	17.5%	N/A
Meter Occupancy Rates by Zones																		
36	13%	11%	15%	12%	14%	9%	7%	8%	5%							N/A	10.4%	N/A
37	30%	31%	32%	27%	33%	30%	24%	27%	20%							N/A	28.2%	N/A
38	50%	52%	56%	59%	55%	56%	60%	55%	65%							N/A	56.4%	N/A
Meter Occupancy Rates by Areas																		
36	44%	50%	58%	54%	57%	44%	59%	47%	57%							N/A	52.2%	N/A
37	16%	24%	31%	28%	33%	25%	19%	17%	30%							N/A	24.8%	N/A
38	15%	18%	14%	20%	24%	21%	18%	22%	27%							N/A	19.9%	N/A



ON STREET BY THE NUMBERS
Calendar

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Calendar AVG	FY'20 AVG	FY'19 AVG	FY'18 AVG
1 Violations Cited	2,459	1,687	3,398	3,419	2,780	2,541	2,456	3,060	3,474				2,808	3,345	3,829	3,320
2 Actual Citations (exc voids & warnings)	2,319	1,587	3,269	3,247	2,652	2,379	2,247	2,663	3,322				2,632	3,125	3,526	3,040
3 Value of Actual Citations	\$ 51,455	\$ 41,595	\$ 73,655	\$ 70,135	\$ 54,480	\$ 48,010	\$ 42,895	\$ 65,555	\$ 81,540				\$ 58,813	\$ 72,995	\$ 88,698	\$ 85,601
4 Citations Paid	1,949	1,408	2,318	2,600	2,289	2,033	1,768	1,951	2,362				2,075	2,461	2,687	2,504
5 Percentage of Citations Paid	79.30%	83.50%	70.90%	76.05%	82.30%	85.50%	78.70%	73.30%	71.17%				77.86%	82.57%	76.74%	80.28%
6 Value of Citations Paid	\$ 56,390	\$ 45,685	\$ 65,006	\$ 72,410	\$ 62,275	\$ 56,518	\$ 45,304	\$ 54,300	\$ 71,169				\$ 58,784	\$ 69,596	\$ 76,608	\$ 70,919
7 Warnings Issued	123	70	115	133	99	138	167	364	131				149	176	247	195
8 Voids	18	55	28	46	48	40	51	53	26				41	50	51	74
9 Citation Void Percentage	0.7%	3.3%	0.8%	1.3%	1.7%	1.6%	2.1%	1.7%	0.8%				1.6%	1.5%	1.4%	2.3%
10 Meter Revenue Collected	\$40,804	\$ 35,152	\$ 61,892	\$ 69,787	\$ 57,835	\$ 63,590	\$ 61,782	\$ 76,728	\$ 82,212				\$ 61,087	\$ 81,861	\$ 92,456	\$ 88,777
11 Avg Meter Rev Collected per Work Day	\$ 2,148	\$ 1,850	\$ 2,691	\$ 3,172	\$ 2,892	\$ 2,890	\$ 2,808	\$ 3,488	\$ 3,915				\$ 2,873	\$ 3,752	\$ 4,228	\$ 4,121
12 RPP's Sold	40	11	24	23	15	188	592	748	188				203	163	167	2,136
13 Value of RPP Permits	\$ 400	\$ 110	\$ 240	\$ 230	\$ 150	\$ 1,880	\$ 5,920	\$ 7,480	\$ 1,880				\$ 2,032	\$ 1,630	\$ 1,673	\$ 1,436
14 Monthly Permit Revenue	\$ 11,880	\$ 11,880	\$ 9,110	\$ 8,121	\$ 7,591	\$ 6,151	\$ 7,643	\$ 9,978	\$ 6,714				\$ 8,785	\$ 6,654	\$ 6,117	\$ 6,150
15 Value of Bagged Meters	\$ 525	\$ 2,730	\$ 565	\$ 1,845	\$ 5,865	\$ 5,535	\$ 4,563	\$ 12,435	\$ 3,931				\$ 4,222	\$ 5,300	\$ 10,460	\$ 11,426
16 New Meters Added or Removed	-	-	-	-	-	7	34	-	31				8	(1)	1	0
17 Single Space Meters	648	648	648	648	648	656	617	643	617				641	699	875	946
18 Multi-Space Meters	72	72	72	72	72	72	74	72	72				72	65	41	37
19 Metered Space Count	1,261	1,261	1,261	1,261	1,261	1,268	1,295	1,261	1,292				1,269	1,261	1,271	1,272
20 Vehicles Booted	34	22	30	39	42	33	30	21	31				31	29	39	42
21 Booting Fees	\$ 2,790	\$ 1,710	\$ 2,599	\$ 3,240	\$ 3,510	\$ 2,610	\$ 2,520	\$ 1,260	\$ 2,610				\$ 2,539	\$ 2,123	\$ 3,064	\$ 3,221
22 Total Revenue Collected	\$ 112,789	\$ 97,267	\$ 139,412	\$ 155,633	\$ 137,226	\$ 136,284	\$ 127,732	\$ 162,180	\$ 168,516	\$ -	\$ -	\$ -	\$ 137,449	\$ 190,376	\$ 181,929	\$ 161,388



LEXPARK VOID SUMMARY

Voided Citations By Officer

	CY '21	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	CAL YTD
	Issuing Officer													
1	2013	-	1	1	-	2	-	-	1	1				6
2	21081203	1	30	6	26	18	21	18	11	-				131
3	2081	1	2	2	10	7	5	7	6	4				44
4	2082	2	10	4	3	7	6	3	5	8				48
5	2098	-	-	-	-	-	-	-	-	-				-
6	2115	-	-	-	-	-	-	-	-	-				-
7	2017	-	-	1	-	-	-	-	-	5				6
8	2119	-	-	-	-	-	-	-	-	-				-
9	2120	1	4	2	-	2	2	11	3	3				28
10	2122	-	-	-	-	-	-	-	-	-				-
11	2124	-	-	-	-	-	-	-	-	-				-
12	2125	-	-	-	-	1	-	-	-	-				1
13	(2130) 2142	3	1	-	1	-	-	-	1	2				8
14	2131	-	-	-	-	-	-	-	-	-				-
15	2141	6	6	6	5	7	4	8	18	2				62
16	2133	-	-	3	-	-	-	-	-	-				3
17	2137	-	-	-	-	-	-	-	-	-				-
18	2138	4	1	3	1	4	2	4	8	1				28
19	2140	-	-	-	-	-	-	-	-	-				-
20	% Voids	0.73%	3.26%	0.82%	1.35%	1.73%	1.57%	2.08%	1.73%	0.75%				1.33%
21	Total	18	55	28	46	48	40	51	53	26	-	-	-	337
22	Total Citations	2,459	1,687	3,398	3,419	2,780	2,541	2,456	3,060	3,474				25,274

Voided Citations Summary By Reason

	CY '21	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	CAL YTD
	Void Type													
23	Administrative	9	34	14	32	29	28	15	21	8				190
24	TC Garage - mthly or pd when leaving	-	-	-	-	-	-	-	12	3				15
25	Customer Walk Up	-	-	-	-	-	-	-	-	-				-
26	Duplicate	2	-	3	3	4	-	1	2	2				17
27	Meter Malfunction	1	-	-	-	1	-	-	1	-				3
28	Pay By Phone	3	12	6	8	8	5	8	5	3				58
29	Officer Error	1	-	5	3	3	7	8	6	9				42
30	Test	2	-	-	-	1	-	5	2	-				10
31	Visitor/Transit Mthly Parker	-	-	-	-	-	-	13	2	-				15
32	Printer Error	-	-	-	-	-	-	1	-	-				1
33	Paid Other Luke	-	-	-	-	-	-	-	1	1				2
34	Void By Client Directive	-	9	-	-	2	-	-	1	-				12
35	Total	18	55	28	46	48	40	51	53	26	-	-	-	365



Citations Aging Report

Five-Year Report Ending October 1, 2021

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

Count	1,773	834	635	600	1,118	2,666	6,674	7,833	7,446	795	30,374
Dollar Amt	\$55,980.00	\$33,715.00	\$22,720.00	\$22,365.00	\$48,585.00	\$116,678.79	\$271,418.50	\$334,509.52	\$328,045.52	\$30,403.34	\$1,264,420.67



Citations Aging Report

Five-Year Report Ending September 1, 2021

12

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	1,409	768	648	602	1,142	2,778	6,811	7,780	7,366	877	30,181
Dollar Amt	\$45,365.00	\$27,315.00	\$23,990.00	\$23,325.00	\$49,497.54	\$119,255.00	\$278,703.50	\$331,250.77	\$322,378.86	\$34,815.00	\$1,255,895.67



OFF STREET BY THE NUMBERS
Calendar 2021

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	CAL YTD AVG	FY '21 AVG	FY '20 AVG
MONTHLY CARD HOLDERS BILLED															
1 Victorian Square	371	379	376	379	377	408	408	410	410				391	409	385
2 Transit Center	990	999	1,009	1,009	1,048	1,062	1,071	1,074	1,077				1,038	1,074	1,063
3 Courthouse	246	232	234	234	235	237	203	217	222				229	214	239
4 Helix	372	368	367	357	370	380	379	406	412				379	399	393
5 TOTAL	1,979	1,978	1,986	1,979	2,030	2,087	2,061	2,107	2,121	-	-	-	1,527	1,048	2,080

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	CAL YTD AVG	FY '21 AVG	FY '20 AVG
TOTAL AVAILABLE FOR MONTHLY															
6 Victorian Square (384)	37	29	32	29	31	3	3	1	1				18	2	3
7 Transit Center (777)	78	69	59	59	20	5	-	-	-				32	-	1
8 Courthouse (518)	5	19	17	17	16	14	48	34	29				22	37	1
9 Helix (389)	28	32	33	43	30	20	21	-	-				23	7	2
10 TOTAL (2068)	148	149	141	148	97	42	72	35	30	-	-	-	72	23	7

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	CAL YTD AVG	FY '21 AVG	FY '20 AVG
11 SPECIAL EVENTS WORKED - VS	-	-	-	-	-	-	-	-	3	-	-	-	0	1	7

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	CAL YTD AVG	FY '21 AVG	FY '20 AVG
12 VALIDATIONS SOLD - ALL GARAGES	181	225	545	578	498	450	1,379	1,630	1,077				729	1,362	1,902

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	CAL YTD AVG	FY '21 AVG	FY '20 AVG
AVERAGE DAILY TRANSACTIONS															
13 Victorian Square	66	75	105	132	117	154	215	218	198				142	210	271
14 Transit Center	3	2	5	5	5	6	5	4	6				5	5	14
15 Courthouse	18	14	24	29	40	64	101	108	90				54	100	193
16 Helix	25	23	46	151	177	207	187	182	176				130	182	429
17 TOTAL	112	114	180	317	339	431	508	512	470	-	-	-	249	248	907

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	CAL YTD AVG	FY '21 AVG	FY '20 AVG
AVERAGE LENGTH OF STRAY - HOURS															
18 Victorian Square	1.2	1.1	1.0	1.1	0.9	1.0	1.1	0.9	1.3				1.1	1.1	2.6
19 Transit Center	2.7	2.9	3.1	3.3	2.8	3.6	3.2	3.0	3.2				3.1	3.1	2.9
20 Courthouse	1.9	1.9	1.7	2.0	1.8	2.0	1.7	1.7	1.7				1.8	1.7	2.1
21 Helix	1.3	1.4	1.2	0.9	0.9	1.0	0.9	0.9	0.9				1.0	0.9	1.5
22 TOTAL	1.8	1.8	1.8	1.8	1.6	1.9	1.7	1.6	1.8				1.8	1.7	2.3

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	CAL YTD AVG	FY '21 AVG	FY '20 AVG
AVERAGE TRANSACTION AMOUNT															
23 Victorian Square	\$ 4.43	\$ 4.57	\$ 5.44	\$ 5.86	\$ 5.90	\$ 5.68	\$ 6.40	\$ 5.92	\$ 6.71				\$ 5.66	\$ 6.34	\$ 4.95
24 Transit Center	\$ 5.15	\$ 5.18	\$ 5.81	\$ 6.22	\$ 5.44	\$ 6.90	\$ 6.02	\$ 5.77	\$ 5.69				\$ 5.80	\$ 5.83	\$ 5.16
25 Courthouse	\$ 3.83	\$ 3.81	\$ 3.44	\$ 3.89	\$ 3.55	\$ 3.93	\$ 3.35	\$ 3.40	\$ 3.45				\$ 3.63	\$ 3.40	\$ 4.00
26 Helix	\$ 3.84	\$ 4.29	\$ 3.97	\$ 2.79	\$ 2.69	\$ 2.99	\$ 2.96	\$ 2.85	\$ 2.98				\$ 3.26	\$ 2.93	\$ 2.59
27 TOTAL	\$ 4.31	\$ 4.46	\$ 4.67	\$ 4.69	\$ 4.40	\$ 4.88	\$ 4.68	\$ 4.49	\$ 4.71				\$ 4.59	\$ 4.63	\$ 4.18

Aged Balances - 21081201 Helix Garage

14

Ending Balances as of 10/1/2021

Account	Current	30 Days	60 Days	90 Days	Total Due	
100049 SREYANTH VEMURU	\$60.00	\$60.00	\$0.00	\$0.00	\$120.00	CALLED, BLOCKED
100050 Ethan Vanover	\$60.00	\$60.00	\$0.00	\$0.00	\$120.00	EMAILED, BLOCKED
100091 Rayonna Ballard	\$60.00	\$60.00	\$0.00	\$0.00	\$120.00	EMAILED, BLOCKED
Report Totals	\$180.00	\$180.00	\$0.00	\$0.00	\$360.00	

Aged Balances - 21081202 Victorian Square Garage

Ending Balances as of 10/1/2021

Account	Current	30 Days	60 Days	90 Days	Total Due	
96549 Gabriel Partridge	\$90.00	\$90.00	\$0.00	\$0.00	\$180.00	BLOCKED, WILL CALL
100094 JAVONTAE MCNABB	\$90.00	\$90.00	\$0.00	\$0.00	\$180.00	PAID 10/5/2021
100106 GERALD MINTON	\$20.00	\$20.00	\$0.00	\$0.00	\$40.00	BLOCKED, WILL CALL
Report Totals	\$200.00	\$200.00	\$0.00	\$0.00	\$400.00	

Aged Balances - 21081203 Transit Center Garage

Ending Balances as of 10/1/2021

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

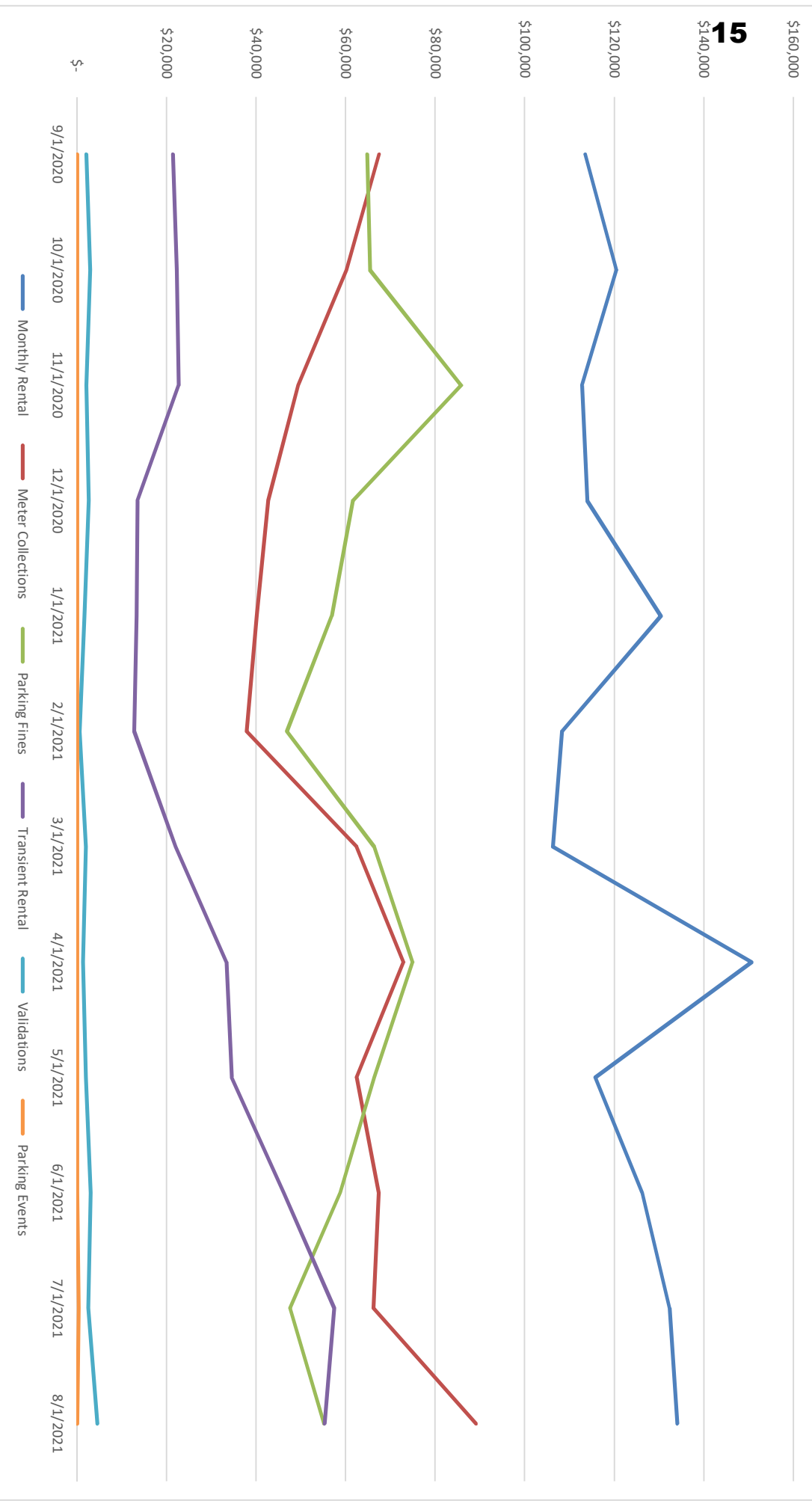
Aged Balances - 21081204 Courthouse Garage

Ending Balances as of 10/1/2021

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

LPA Revenue Stream Comparison

DRAFT



	9/30/2020	10/31/2020	11/30/2020	12/31/2020	1/31/2021	2/28/2021	3/31/2021	4/30/2021	5/31/2021	6/30/2021	7/31/2021	8/31/2021
Monthly Rental	\$ 113,515	\$ 120,440	\$ 112,780	\$ 114,009	\$ 130,397	\$ 108,315	\$ 106,291	\$ 150,702	\$ 115,791	\$ 126,245	\$ 132,367	\$ 134,065
Meter Collections	67,486	60,176	49,417	42,662	40,063	37,890	62,458	72,885	62,449	67,316	66,182	89,095
Parking Fines	64,733	65,409	85,815	61,524	56,905	46,848	66,402	74,917	66,362	58,753	47,586	55,116
Transient Rental	21,365	22,199	22,633	13,496	13,300	12,754	22,004	33,355	34,569	46,141	57,464	55,298
Validations	2,067	2,859	2,072	2,529	1,655	572	1,916	1,259	1,872	3,018	2,420	4,537
Parking Events	-	-	-	-	-	-	-	-	-	-	363	-

Lexington and Fayette County Parking Authority
Statement of Net Position

Substantially All Disclosures Omitted

	As Of 08/31/21	As Of 08/31/20	Variance 08/31/21
Assets			
Current Assets			
Cash	\$ 797,320	\$ 1,003,362	\$ (206,042)
Cash-Change Fund	8,832	8,860	(28)
Accounts receivable	32,921	18,317	14,604
REEF Advance	162,776	184,724	(21,947)
Restricted cash and cash equivalents			
Investments-Truist - Restricted Cash	0	3,500,000	(3,500,000)
Investments-Truist - Short-Term CAMP*	1,510,484	0	1,510,484
Investments-Truist - Long-Term CAMP*	1,900,000	0	1,900,000
Investments-Truist - Garage Maintenance Reserve	56	1,422,679	(1,422,624)
Investments-Truist - Unrealized G/L	(50)	1,906	(1,956)
Investments-Truist - Accrued Interest	613	19,688	(19,075)
Total Restricted Cash & Equivalents	<u>3,411,103</u>	<u>4,944,273</u>	<u>(1,533,171)</u>
Total Current Assets	<u>4,412,952</u>	<u>6,159,536</u>	<u>(1,746,584)</u>
Non-Current Assets			
Capital Assets			
Land	7,585,094	7,585,094	0
Buildings and improvements	14,612,813	12,777,195	1,835,618
Equipment and furniture	3,106,028	2,278,903	827,125
Construction in progress	106,352	574,245	(467,893)
Computer software	10,850	10,850	0
Total Capital Assets	<u>25,421,137</u>	<u>23,226,287</u>	<u>2,194,850</u>
Less: Accumulated Depreciation	<u>(5,539,232)</u>	<u>(4,739,080)</u>	<u>(800,152)</u>
Total Capital Assets, Net of Accumulated Depreciation	<u>19,881,905</u>	<u>18,487,207</u>	<u>1,394,698</u>
Total Non-Current Assets	<u>19,881,905</u>	<u>18,487,207</u>	<u>1,394,698</u>
Total Assets	<u>\$ 24,294,857</u>	<u>\$ 24,646,743</u>	<u>\$ (351,886)</u>
Liabilities and Net Assets			
Current Liabilities			
Accounts payable and accrued liabilities	\$ 402,718	\$ 421,541	\$ (18,823)
Compensated absences	11,559	9,840	1,719
Deposits payable	1,657	1,657	0
Note payable	424,289	416,473	7,816
Deferred Revenue	11,375	11,700	(325)
Total Current Liabilities	<u>851,598</u>	<u>861,211</u>	<u>(9,613)</u>
Non-Current Liabilities			
Note payable	1,944,393	2,372,246	(427,853)
Compensated absences	11,559	9,839	1,719
Deposits Payable	5,054	3,072	1,982
Total Non-Current Liabilities	<u>1,961,006</u>	<u>2,385,157</u>	<u>(424,152)</u>
Total Liabilities	<u>2,812,604</u>	<u>3,246,368</u>	<u>(433,765)</u>
Net Position			
Capital Assets Net of Debt	17,503,103	15,698,489	1,804,614
Restricted-Garage Maintenance Reserve	618	1,444,274	(1,443,654)
Restricted-Capital Asset Mgmt Program	0	3,500,000	(3,500,000)
Restricted - Short-Term CAMP*	1,510,484	0	1,510,484
Restricted - Long-Term CAMP*	1,900,000	0	1,900,000
Unrestricted	568,048	757,612	(189,565)
Total Net Position	<u>21,482,253</u>	<u>21,400,375</u>	<u>81,879</u>
Total Liabilities and Net Assets	<u>\$ 24,294,857</u>	<u>\$ 24,646,743</u>	<u>\$ (351,886)</u>

No assurance is provided on these financial statements.

*Capital Asset Management Plan

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

Substantially All Disclosures Omitted

	Month End 8/31/2021	Month End 8/31/2021	Variance 8/31/2021	FYTD 8/31/2021	FYTD 8/31/2021	Variance 8/31/2021	Annual Budget 6/30/2022	
	Actual	FYE Budget		Actual	FYE Budget		FYE Budget	
Revenue								
Revenue OnStreet								
1	Parking - Monthly Rental	\$ 17,458	\$ 14,494	\$ 2,964	\$ 31,021	\$ 27,457	\$ 3,564	\$ 101,253
2	Parking - Meter Collections	89,095	53,212	35,883	155,277	103,872	51,404	983,628
3	Parking - Fines	54,890	64,048	(9,158)	101,966	122,227	(20,260)	814,572
4	Total Revenue OnStreet	161,443	131,754	29,689	288,264	253,556	34,708	1,899,453
Revenue OffStreet								
5	Parking - Monthly Rental	116,607	103,860	12,747	235,411	242,047	(6,636)	1,383,630
6	Parking - Transient Rental	55,299	33,436	21,863	112,762	65,799	46,963	593,015
7	Parking - Event	0	1,846	(1,846)	363	4,837	(4,474)	122,827
8	Parking - Validations	4,537	2,052	2,484	6,957	3,822	3,135	33,316
9	Parking - Fines	225	0	225	735	0	735	0
10	Overage/Shortage/Fees	134	0	134	174	0	174	0
11	Total Revenue OffStreet	176,802	141,194	35,607	356,402	316,505	39,897	2,132,788
12	Commercial Property Rental	7,078	7,100	(21)	13,968	14,200	(232)	85,200
13	Total Revenue	345,323	280,048	65,275	658,634	584,261	74,373	4,117,441
Operating Expenses								
OnStreet Operating Expenses								
14	REEF Operating Expenses	82,343	81,707	(636)	168,896	161,864	(7,031)	1,029,422
15	Property & Casualty Excess Insurance	0	0	0	1,567	844	(723)	844
16	Bank & Credit Card Fees	6,567	7,000	433	12,544	12,436	(108)	91,436
17	Total OnStreet Operating Expenses	88,910	88,707	(203)	183,007	175,144	(7,862)	1,121,702
OffStreet Operating Expenses								
18	REEF Operating Expenses	52,553	72,342	19,789	103,944	140,863	36,918	923,894
19	Property & Casualty Excess Insurance	0	0	0	54,208	54,208	0	54,208
20	Bank & Credit Card Fees	3,586	2,500	(1,086)	6,349	4,607	(1,742)	35,837
21	Utilities	10,088	9,250	(838)	20,116	18,500	(1,616)	111,000
22	Interest Expense	4,459	4,374	(85)	8,837	8,748	(90)	52,468
23	Total OffStreet Operating Expenses	70,686	88,466	17,780	193,454	226,926	33,470	1,177,407
24	Personnel Expenses	32,317	26,678	(5,639)	65,164	53,357	(11,806)	320,133
Administrative Expenses								
25	Property & Casualty Excess Insurance	0	0	0	24,153	24,200	47	24,200
26	Bank & Credit Card Fees	24	0	(24)	1,347	0	(1,347)	0
27	Other Professional Services	4,919	19,333	14,414	7,981	38,666	30,684	232,000
28	Rent/Lease Expenses	876	876	0	1,752	1,751	0	10,510
29	Landline Phones	0	275	275	295	550	255	3,300
30	Business Travel & Training	449	1,250	801	449	2,500	2,051	15,000
31	Dues Subscriptions & Publications	138	475	337	586	950	363	5,700
32	Office Supplies	(117)	583	700	594	1,166	573	7,000
33	Office Machines & Equipment	0	209	209	0	418	418	2,500
34	Office Repairs & Maintenance	28	125	97	54	250	196	1,500
35	Mileage Expense	0	34	34	0	68	68	400
36	Operating Contingency	0	4,166	4,166	0	8,332	8,332	50,000
37	Total Administrative Expenses	6,317	27,326	21,009	37,211	78,851	41,640	352,110
38	Total Operating Expenses	198,230	231,177	32,947	478,836	534,278	55,442	2,971,352
39	Change in Net Position Before Capital & Other Financing	147,093	48,871	98,222	179,798	49,983	129,815	1,146,089
Expenses For Capital Assets								
40	Depreciation & Amortization	73,689	56,639	(17,051)	147,378	113,278	(34,100)	679,660
41	Total Expenses For Capital Assets	73,689	56,639	(17,051)	147,378	113,278	(34,100)	679,660
Other Financing Sources								
42	Interest Income	174	200	(26)	333	400	(67)	3,000
43	Unrealized Gain / Loss on Investments	98	0	99	(110)	0	(110)	0
44	Total Other Financing Sources	272	200	73	223	400	(177)	3,000
45	Total Change in Net Position	\$ 73,676	\$ (7,568)	\$ 81,244	\$ 32,643	\$ (62,895)	\$ 95,538	\$ 469,429

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 8/31/2021	Year To Date 8/31/2021
Cash Flows from Operating Activities		
Payments received from parking customers	\$ 336,754	\$ 669,811
Cash received from commercial property renters	7,078	13,968
Payments to suppliers for goods and services	(97,323)	(481,417)
Payments to employees for services	(41,369)	(43,668)
Payments to LFUCG	(1,723)	(3,525)
Net Cash Provided by Operating Activities	203,417	155,169
Cash Flows from Capital and Related Financing Activities		
Payments on note payable	(35,271)	(70,623)
Purchases of capital assets	(106,352)	(239,123)
Net Cash Used in Capital and Related Financing Activities	(141,623)	(309,746)
Cash Flows From Investing Activities		
Purchase of certificates of deposits	-	249,778
Income earned on restricted cash and cash equivalents	612	836
Net Cash Used in Investing Activities	612	250,614
Net Increase (Decrease) in Cash and Cash Equivalents	62,406	96,037
Cash and Cash Equivalents, Beginning of Period	743,746	710,115
Cash and Cash Equivalents, End of Period	\$ 806,152	\$ 806,152
Reconciliation of Change in Net Position to Net Cash Provided by Operating Activities		
Change in net position	\$ 73,676	\$ 32,643
Adjustments to Reconcile Change in Net Position to Net Cash Provided by Operating Activities:		
Depreciation and amortization	73,689	147,378
(Gain) on disposal of assets	-	-
Interest on certificates of deposit	(885)	(836)
Change in Assets and Liabilities:		
Accounts receivable	(1,491)	25,145
REEF Advance	-	-
Accounts payable and accrued liabilities	58,428	(50,481)
Security deposits	-	1,320
Compensated absences	-	-
Net Cash Provided by Operating Activities	\$ 203,417	\$ 155,169

No assurance is provided on these financial statements.

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

Substantially All Disclosures Omitted

	FYTD 08/31/21 <small>Actual</small>	Year Ending 06/30/21 <small>Actual</small>	Year To Date 08/31/21 <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	14,612,813	14,612,813	0	1,257,250
Equipment and furniture	3,106,028	2,973,257	132,771	132,000
Construction in progress	106,352	0	106,352	0
Computer software	10,850	10,850	0	0
Total Capital Assets	25,421,137	25,182,014	239,123	1,389,250

No assurance is provided on these financial statements.



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



Description	Current Actual	% of Total Revenue	Current Budget	Current Variance		YTD Actual	% of Total Revenue	YTD Budget	YTD Variance
Revenue									
1 Meter Receipts	\$ 76,728	47%	\$ 50,926	\$ 25,802	A	\$ 138,509	48%	\$ 98,074	\$ 40,435
2 Permit Sales/Monthly Permit Sales	\$ 17,458	11%	\$ 14,494	\$ 2,964		\$ 31,001	11%	\$ 27,457	\$ 3,544
3 Violation Tickets	\$ 53,871	33%	\$ 61,079	\$ (7,208)	B	\$ 98,187	34%	\$ 117,187	\$ (19,000)
4 Bag Rental Fees	\$ 12,435	8%	\$ 2,287	\$ 10,149	B	\$ 16,998	6%	\$ 5,798	\$ 11,200
5 Booting Fees	\$ 1,260	1%	\$ 2,970	\$ (1,710)		\$ 3,780	1%	\$ 5,040	\$ (1,260)
6 Total Revenue	\$ 161,751		\$ 131,754	\$ 29,997		\$ 288,474		\$ 253,556	\$ 34,918
Expenses									
Payroll									
7 Salaries & Wages	\$ 30,881		\$ 35,103	\$ 4,221		\$ 62,473		\$ 69,066	\$ 6,593
8 Payroll Taxes	\$ 5,057		\$ 5,093	\$ 37		\$ 9,641		\$ 10,021	\$ 381
9 Workers Comp Ins	\$ 2,178		\$ 2,194	\$ 16		\$ 4,153		\$ 4,317	\$ 164
10 Liability Insurance	\$ 2,039		\$ 1,599	\$ (440)		\$ 3,639		\$ 3,199	\$ (440)
11 Employee Health Insurance	\$ 4,734		\$ 5,833	\$ 1,099		\$ 9,468		\$ 11,665	\$ 2,197
12 Total Payroll	\$ 44,890	28%	\$ 49,822	\$ 4,932	C	\$ 89,373	31%	\$ 98,268	\$ 8,895
Field									
13 Uniforms	\$ -		\$ 82	\$ 82		\$ 70		\$ 165	\$ 95
14 Hiring/Training	\$ 320		\$ 216	\$ (104)		\$ 459		\$ 431	\$ (28)
15 Vehicle Expense	\$ (414)		\$ 1,269	\$ 1,683		\$ 218		\$ 2,539	\$ 2,321
16 EMS/IPS/PBP/CCS Service Fees	\$ 21,203		\$ 12,800	\$ (8,404)	D	\$ 51,684		\$ 25,600	\$ (26,085)
17 Professional Services/Fees	\$ 700		\$ 1,014	\$ 313		\$ 1,241		\$ 2,027	\$ 787
18 Fuel	\$ 162		\$ 140	\$ (22)		\$ 162		\$ 280	\$ 118
19 General Supplies	\$ 1,296		\$ 1,003	\$ (292)		\$ 2,065		\$ 2,007	\$ (58)
20 Repairs - Maintenance	\$ 5,077		\$ 7,627	\$ 2,550		\$ 6,909		\$ 15,254	\$ 8,345
21 Total Field	\$ 28,345	18%	\$ 24,151	\$ (4,194)		\$ 62,807	22%	\$ 48,302	\$ (14,505)
Office									
22 Communications/Telephones	\$ 1,170		\$ 878	\$ (292)		\$ 2,099		\$ 1,756	\$ (343)
23 Office Supplies	\$ 241		\$ 132	\$ (109)		\$ 537		\$ 264	\$ (272)
24 Printing & Design/Ticket Purchase	\$ 1,565		\$ 584	\$ (981)		\$ 1,565		\$ 1,168	\$ (397)
25 Postage/Dues & Memberships	\$ 1,012		\$ 940	\$ (72)		\$ 2,226		\$ 1,880	\$ (346)
26 Employee Incentive	\$ -		\$ 175	\$ 175		\$ -		\$ 350	\$ 350
27 Total Office	\$ 3,989	2%	\$ 2,709	\$ (1,280)		\$ 6,427	2%	\$ 5,418	\$ (1,009)
Miscellaneous									
28 Base Management Fee	\$ 1,465		\$ 1,465	\$ -		\$ 2,931		\$ 2,931	\$ -
29 Management Incentive Fee	\$ 2,914		\$ 3,068	\$ 154		\$ 5,548		\$ 5,962	\$ 414
30 Dues & Subscriptions	\$ 495		\$ 492	\$ (3)		\$ 937		\$ 983	\$ 47
31 Total Miscellaneous	\$ 4,874	3%	\$ 5,025	\$ 151		\$ 9,416	3%	\$ 9,876	\$ 461
32 Total Expenses	\$ 82,097	51%	\$ 81,708	\$ (390)		\$ 168,023	58%	\$ 161,865	\$ (6,158)
33 Net Income (Loss)	\$ 79,654		\$ 50,047	\$ 29,607		\$ 120,451		\$ 91,691	\$ 28,760

Variance Notes

- A. Meter Receipts exceeded Budget this month with a positive variance of \$25,802 due to an unexpected business climate. We anticipated lower sales with UK being out of session for nearly half the month along with the lingering effects of the COVID business climate.
- B. The Violation Tickets negative variance of \$7,208 is due to fewer tickets written this month and customers paying the meter, while the Bag Rental Fees more than offset this shortfall with an unexpected \$10,149 positive variance. There has probably been due to increased construction downtown.
- C. The Total Payroll positive variance of \$4,932 is due to not yet filling the one remaining open position. This position should be filled by the beginning of October.
- D. The negative EMS/IPS/PBP/CCS Service (Software) Fees Variance of \$8,404 is primarily due to the payment of the \$19,143.00 modem upgrade invoice. This was budgeted to be spread out over several months but it made sense to purchase 39 of the modem kits at one time. The YTD figure should even out by year end.



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



Description	Current Actual	% of Total Revenue	Current Budget	Current Variance		YTD Actual	% of Total Revenue	YTD Budget	YTD Variance	
Revenue										
1 Monthly	\$ 103,537	63%	\$ 103,860	\$ (323)	A	\$ 246,252	67%	\$ 242,048	\$ 4,204	A
2 Violation Tickets	\$ 195	0%	\$ -	\$ 195		\$ 645	0%	\$ 45	\$ 600	
3 Transient	\$ 55,249	34%	\$ 33,435	\$ 21,814	B	\$ 112,596	31%	\$ 65,799	\$ 46,797	
4 Stamp/Validation	\$ 4,537	3%	\$ 2,053	\$ 2,485		\$ 7,320	2%	\$ 3,777	\$ 3,543	
5 Event	\$ -	0%	\$ 1,846	\$ (1,846)	B	\$ -	0%	\$ 4,837	\$ (4,837)	
6 Total Revenue	\$ 163,519		\$ 141,194	\$ 22,325		\$ 366,813		\$ 316,506	\$ 50,307	
Expenses										
Payroll										
7 Salaries & Wages	\$ 24,948		\$ 31,509	\$ 6,561		\$ 49,844		\$ 62,060	\$ 12,216	
8 Payroll Taxes	\$ 4,063		\$ 4,572	\$ 509		\$ 7,676		\$ 9,005	\$ 1,329	
9 Workers Comp Ins	\$ 1,750		\$ 1,969	\$ 219		\$ 3,306		\$ 3,879	\$ 573	
10 Liability Insurance	\$ 3,759		\$ 2,948	\$ (811)		\$ 6,707		\$ 5,897	\$ (811)	
11 Employee Health Insurance	\$ 2,595		\$ 6,857	\$ 4,263		\$ 5,736		\$ 13,715	\$ 7,978	
12 Total Payroll	\$ 37,115	23%	\$ 47,856	\$ 10,741	C	\$ 73,269	20%	\$ 94,555	\$ 21,286	
Field										
13 Uniforms	\$ -		\$ 93	\$ 93		\$ 80		\$ 186	\$ 106	
14 Hiring/Training	\$ 365		\$ 243	\$ (122)		\$ 523		\$ 487	\$ (36)	
15 Repairs - Maintenance	\$ 2,471		\$ 4,227	\$ 1,756	D	\$ 3,551		\$ 8,453	\$ 4,902	
16 Vehicle Expense	\$ 811		\$ 1,088	\$ 277		\$ 1,621		\$ 2,176	\$ 555	
17 EMS/IPS/PBP/CCS Service Fees	\$ 802		\$ 460	\$ (342)		\$ 1,312		\$ 920	\$ (392)	
18 Professional Services/Fees	\$ 3,656		\$ 8,691	\$ 5,035	E	\$ 7,430		\$ 14,718	\$ 7,288	
19 Fuel	\$ 183		\$ 188	\$ 5		\$ 360		\$ 376	\$ 16	
20 General Supplies	\$ 567		\$ 1,132	\$ 564		\$ 2,009		\$ 2,263	\$ 254	
21 Elevator Maintenance	\$ 1,702		\$ 2,592	\$ 890		\$ 3,922		\$ 5,184	\$ 1,262	
22 Total Field	\$ 10,558	6%	\$ 18,713	\$ 8,156		\$ 20,808	6%	\$ 34,763	\$ 13,955	
Office										
23 Communications	\$ 1,096		\$ 990	\$ (106)		\$ 1,922		\$ 1,980	\$ 58	
24 Office Supplies	\$ -		\$ 149	\$ 149		\$ 21		\$ 298	\$ 277	
25 Printing & Design	\$ -		\$ 318	\$ 318		\$ -		\$ 636	\$ 636	
26 Postage	\$ 319		\$ 1,060	\$ 741		\$ 657		\$ 2,120	\$ 1,463	
27 Total Office	\$ 1,415	1%	\$ 2,517	\$ 1,102		\$ 2,600	1%	\$ 5,034	\$ 2,434	
Miscellaneous										
28 Base Management Fee	\$ 2,701		\$ 2,701	\$ -		\$ 5,402		\$ 5,402	\$ -	
29 Dues & Subscriptions	\$ 545		\$ 554	\$ 9		\$ 1,033		\$ 1,109	\$ 75	
30 Total Miscellaneous	\$ 3,246	2%	\$ 3,255	\$ 9		\$ 6,435	2%	\$ 6,511	\$ 75	
31 Total Expenses	\$ 52,333	32%	\$ 72,342	\$ 20,008		\$ 103,112	28%	\$ 140,862	\$ 37,751	
32 Net Income (Loss)	\$ 111,185		\$ 68,852	\$ 42,333		\$ 263,701		\$ 175,643	\$ 88,058	

Variance Notes

- A The Monthly YTD positive Variance of \$4204 is primarily due to higher than anticipated monthly sales in July. We still are on a waiting list at 3 of the 4 garages, but our monthly sales have evened out and we are now very close to hitting our regular budget number.
- B The Transient positive Variance of \$21,814 is a pleasant surprise. We anticipated transient sales to be more like what we have seen in Fiscal 2021. 67% of the positive transient variance is coming from the Vic Square. Unfortunately, we have not had events in July/August but we see a turnaround in September.
- C The positive \$10,741 Total Payroll variance is primarily due to using fewer garage employees. We have not replaced 1 full time employees and one part timer. However, to help relieve this issue - we hired a cleaning company in late August to help with the TC garage stairs/lobbies. Also, a new employee was hired 9/9.
- D The \$1,756 positive Repairs and Maintenance variance is due to lower repair expenses than budgeted. Repair expenses are sometimes difficult to forecast on a monthly basis; especially towards the beginning of the fiscal year.
- E The positive \$5,035 Professional Service/Fees variance this month is primarily due to an unused \$3K TC Garage elevator camera expense. Vendor is having trouble finding the camera in stock that he quoted early in the year. Also, a portion of our scheduled sprinkler/fire inspection repair expenses have not hit yet.

Lexington/ Fayette Co Parking Authority

Balance Sheet
August 31, 2021

ASSETS

Current Assets		
Cash - US Bank	\$	<u>16,724.84</u>
Total Current Assets		16,724.84
Property and Equipment		
Building Improvements		<u>81,518.30</u>
Total Property and Equipment		81,518.30
Other Assets		
Total Other Assets		<u>0.00</u>
Total Assets	\$	<u><u>98,243.14</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		(237,300.00)
Retained Earnings		291,848.10
Net Income		<u>9,773.78</u>
Total Capital		<u>94,461.14</u>
Total Liabilities & Capital	\$	<u><u>98,243.14</u></u>

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

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
Revenues						
Rental Income	\$ 5,378.18	\$ 5,380.00	(1.82)	\$ 10,756.36	\$ 10,760.00	(3.64)
Income - Utilities	103.14	300.00	(196.86)	239.94	600.00	(360.06)
Total Revenues	<u>5,481.32</u>	<u>5,680.00</u>	<u>(198.68)</u>	<u>10,996.30</u>	<u>11,360.00</u>	<u>(363.70)</u>
Cost of Sales						
Total Cost of Sales	0.00	0.00	0.00	0.00	0.00	0.00
Gross Profit	<u>5,481.32</u>	<u>5,680.00</u>	<u>(198.68)</u>	<u>10,996.30</u>	<u>11,360.00</u>	<u>(363.70)</u>
Expenses						
Property Management Fee	500.00	500.00	0.00	1,000.00	1,000.00	0.00
Repair & Maintenance	0.00	200.00	(200.00)	222.52	400.00	(177.48)
Total Expenses	<u>500.00</u>	<u>700.00</u>	<u>(200.00)</u>	<u>1,222.52</u>	<u>1,400.00</u>	<u>(177.48)</u>
Net Income	<u>\$ 4,981.32</u>	<u>\$ 4,980.00</u>	<u>1.32</u>	<u>\$ 9,773.78</u>	<u>\$ 9,960.00</u>	<u>(186.22)</u>

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

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

Date	Check #	Account ID	Account Description	Line Description	Debit Amount	Credit Amount
8/2/21	1193	500 100	Property Management Fee Cash - US Bank	Invoice: 7582 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 Aug 1, 2021 to Aug 31, 2021

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

Account ID Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
100 Cash - US Bank	8/1/21			Beginning Balance			11,743.52
	8/2/21	1193	CDJ	Schrader Commer		500.00	
	8/5/21	080521	CRJ	Lynna Nguyen	3,945.64		
	8/5/21	080521	CRJ	Savane Silver	1,432.54		
	8/5/21	080521	CRJ	Savane Silver	32.94		
	8/12/21	081221	CRJ	Lynna Nguyen	70.20		
				Current Period Cha	5,481.32	500.00	4,981.32
	8/31/21			Ending Balance			16,724.84
155 Building Improvement	8/1/21			Beginning Balance			81,518.30
	8/31/21			Ending Balance			81,518.30
231 Tenant Deposits	8/1/21			Beginning Balance			-3,782.00
	8/31/21			Ending Balance			-3,782.00
349 Beginning Balance Eq	8/1/21			Beginning Balance			-30,139.26
	8/31/21			Ending Balance			-30,139.26
350 Capital Contribution,	8/1/21			Beginning Balance			237,300.00
	8/31/21			Ending Balance			237,300.00
352 Retained Earnings	8/1/21			Beginning Balance			-291,848.10
	8/31/21			Ending Balance			-291,848.10
400 Rental Income	8/1/21			Beginning Balance			-5,378.18
	8/5/21	080521	CRJ	Lynna Nguyen - Inv		1,963.64	
	8/5/21	080521	CRJ	Lynna Nguyen - Inv		1,982.00	
	8/5/21	080521	CRJ	Savane Silver - Au		1,432.54	
				Current Period Cha		5,378.18	
	8/31/21			Ending Balance			-10,756.36
401 Income - Utilities	8/1/21			Beginning Balance			-136.80
	8/5/21	080521	CRJ	Savane Silver - Ele		32.94	
	8/12/21	081221	CRJ	Lynna Nguyen - Uti		70.20	
				Current Period Cha		103.14	
	8/31/21			Ending Balance			-103.14
							-239.94
500 Property Management	8/1/21			Beginning Balance			500.00
	8/2/21	1193	CDJ	Schrader Commer	500.00		
				Current Period Cha	500.00		
	8/31/21			Ending Balance			1,000.00
511 Repair & Maintenance	8/1/21			Beginning Balance			222.52
	8/31/21			Ending Balance			222.52

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

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance		11,743.52
Add: Cash Receipts		5,481.32
Less: Cash Disbursements		(500.00)
Add (Less) Other		_____
Ending GL Balance		<u>16,724.84</u>
Ending Bank Balance		16,724.84
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>16,724.84</u></u>



POLICY ON METER BAGGING

Purpose

This procedure establishes guidelines to meet customer service objectives within the on-street meter-bagging program.

Policy

It will be the sole responsibility of the customer to contact **LEXPARK** and formally request to have a meter bagged for a defined period of time. The customer must specify which meters, by number, are to be bagged and for what duration. The “Request for Bagging” form must include their name, company name (if applicable), address, phone number and reason for the request. A member of the **LEXPARK** management team must approve the request form.

Per LFUCG Ordinance 18-65.1(a), “(meter) bags shall be issued for the purpose of covering designated parking meters for specified periods during construction projects, lengthy loading and unloading by moving companies, and other planned activities which will of necessity require use of parking meter spaces in order to avoid impeding traffic flow on adjacent streets.”

The intent of this section is not for the reservation of persons or organizations to vend from their vehicles, or to prevent other vehicles from utilizing the spaces.

Rules and Regulations

1. All meter requests are subject to availability and subject to change or cancellation with 24-hour prior notice based on LFCPA or LFUCG needs.
2. All vehicles or equipment must abide by all other parking rules and regulations including existing laws and municipal code per the Lexington-Fayette County Urban Government while at a bagged meter. Violators will be ticketed and the vehicle may be towed at the owner’s expense.
3. Requests for meter bagging may be denied for having outstanding parking violations.
4. A one-day meter bag is valid from 8:00am – 5:00 pm the same day.
5. Monday thru Friday bagging will be removed for the weekend and replaced at the same location at no additional charge. However, if meter bagging is available for weekends, applicants are to contact the **LEXPARK** Office for rate information.
6. Payment must be made prior to the bagging of the meter(s), and applications must be received by the **LEXPARK** Office at least 24 hours before the implementation of the requested bagging.
7. Meter bags are enforceable 24 hours a day, 7 days a week.

8. All non-authorized vehicles parked at a bagged meter are subject to a citation and/or towing.

9. For issues of vehicles blocking a bagged meter space, the individual or company representative should contact the LEXPARK Office at 859-231-7275 between 8:00 am and 5:00 pm Monday thru Friday or the Lexington Police Division after-hours.

Extended Meter Bagging Requests

To better provide oversight of the finite resource that is On-Street parking, the LFCPA Board of Commissioners desires to have knowledge of and give approval to certain meter-bagging requests that will have particular impact to downtown parking availability.

Any meter-bagging request that seeks to reserve a meter for one month or more must be approved by the LFCPA Board of Commissioners. All forms associated with the reservation of meters must be fully completed and submitted to the LFCPA offices. Once submitted and checked, the request will be added to the next LFCPA Board Meeting Packet for consideration by the Commissioners. Requesters will be notified of the Commissioners' decision promptly.

Emergency Meter Bagging Requests (proposed October 2021)

In the case of an emergency (Examples: extended street closure, extreme damage to a facility or unsafe conditions due to weather related catastrophes) it may be necessary to bag meters for the use of displaced parkers. The Executive Director of LFCPA can temporarily approve this measure but must bring it to the board for final approval at the next LFCPA Board Meeting.

Meter Bagging Fee

\$20.00/meter/day Mon-Fri

\$5.00/meter/day Sat-Sun

Post Removal or Installation

\$50.00/post

This policy shall be placed in effect as of _____.

Executive Director

by Action of LFCPA Board

Garage Updates

Garage & Pedway Lighting Schemes:

- The garage and pedway lighting systems were programmed with a teal scheme for Polycystic Ovary Syndrome Awareness Day.
- The garage and pedway lighting systems were programmed with a blue and white scheme for UK home football games.
- The garage and pedway lighting systems were programmed with a blue scheme for Alopecia Areata Awareness.
- The garage and pedway lighting systems were programmed with an orange scheme for Hunger Action Day.
- The garage and pedway lighting systems were programmed with the standard multicolor scheme.

Transit Center Garage:

- Bids for the Transit Center Garage East stair tower repairs were due on September 10th. Everclear Enterprises was the only submission, with a base bid of \$51,500 for the repair of 25 stair pans and 80 s.f. of landings. The alternate option to clean and recoat all painted surfaces was quoted for an additional \$18,000. Lastly, option 2 for a complete replacement of the stair system was quoted for \$172,500. The project will also involve the installation of a floor drain at level 1, which will allow for easier pressure washing and cleaning of the stair tower. Following consultation with engineers from WP Moore, LPA elected to completely replace the stair system and WP Moore has begun drafting contract documents and construction drawings. LPA has connected WP Moore with representatives from LFUCG divisions of Code Enforcement and Building Inspection to assure the system being specified by WP Moore will meet all current building codes.
- LPA, in consultation with WP Moore, is exploring the idea of replacing the stair systems in both Transit Center Garage stair towers during the current fiscal year. While the CAMP repair cycle may in fact take the remaining budget for FY22, WP Moore advised it may be beneficial to explore the idea of replacing both systems at once. LPA will know more following a CAMP related call with WP Moore on October 1.

General Garage Notes:

- LPA is conferring with WP Moore and Staggs & Fisher regarding the upcoming FY22 repair and maintenance bid package. Staggs & Fisher Consulting Engineers are the local mechanical, electrical and plumbing engineering firm enlisted by WP Moore to assist with the MEP side of the CAMP repairs during the upcoming three-year repair cycle. WP Moore does not foresee any significant structural repairs in the facilities this year, beyond the Transit Center Garage stair replacement project. Therefore, the majority of remaining FY22 CAMP budget will be dedicated to MEP repair and maintenance items while LPA also explores the possibility of replacing both stair tower systems at the Transit Center Garage.
- Repair items included in the proposed FY22 CAMP bid package include the replacement of all electrical panels and disconnects at the Helix garage, new energy efficient rooftop lighting systems for the Helix and Transit Center garages, and storm drainage system repairs in all garages.

Food for Fines Update and Request for 2021



Re-cap of past seven years

	Cites Paid	T. Items	Pounds	Oldest	Value
2014	609	6,200	6000	6yr 2mos	\$14,580
2015	525	10,000	10211		\$14,645
2016	399	8,387	8074		\$13,065
2017	379	7,630	8431	11yr 3mos	\$11,500
2018	268	7,367	6057	4yr 6mos	\$10,765
2019	392	9,594	8828	6yr 4mos	\$14,240
2020	162	4,080	4612	6yr 8mos	\$5,885
TOTALS	2,734	53,258	52,213		\$84,680

2021

Recommended Dates

Monday November 22nd – Friday December 17th

Recommended Criteria (No Change) Continue practice from previous seven years 10 cans = \$15 off any citation or late fee



From: Dan Wu <culinaryevangelist@gmail.com>
Sent: Thursday, October 7, 2021 2:48 PM
To: Gary Means <gmeans@lexpark.org>
Subject: Re: Gary Means & a Parking-related art project

Hi Gary, et al,

I'm writing today with a proposal for a collaborative project between LexPark & the "Immigrants & Refugees Belong Here" campaign.

I created the "BelongLex" campaign in 2019 with the help of KY Equal Justice Center & a micro-grant from On the Table. We created the message, had it designed by local artists Cricket Press, printed up a few hundred & distributed them to businesses all over town. If you shop or eat anywhere in the city, especially downtown, you've likely seen our poster.

Earlier this year, we printed & pre-sold dozens of t-shirts emblazoned with our message. This message is a reminder that seems more relevant than ever with our impending influx of Afghan refugees to Lexington. The next phase of this hearts-and-minds campaign is to get it up on as many widely-trafficked buildings as possible.

We've already come to agreements with The Carnegie Center, Living Arts & Science Center, Pam Miller Downtown Arts Center, & Base249 (the old Portofino building) to display our message as banners on the sides or fronts of their buildings.

I am working with Image360 to price out printing & installation and once I have all the quotes, I will launch a GoFundMe fundraising campaign to raise the money. Of course any funds LexPark can provide toward the cost of this project is greatly appreciated. A couple of other partners are helping where they can.

I've discussed w/ Gary Means some potential locations & applications of the message and I am game for any placement that works for LexPark. As long as we get it in front of the public, I'm happy!

Thanks so much for your consideration & looking forward to working together on this important project!

Dan Wu

