

October 15, 2020 Board Meeting Agenda



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| I. | Call to Order/Welcome of Guests | Frazier |
| II. | Approval of Minutes of September 10, 2020 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. | Food for Fines 2020
<i>Board Action Required</i> | Means |
| V. | Present LPA and LEXPARK August 2020 Draft Financial Reports
and Schrader Commercial Reports | Means |
| VI. | Audit Update | Means |
| VII. | On-Street
A. Curbside Pick Up Spaces/Outdoor Expansion Areas | Means |
| VIII. | Off-Street (Garages)
A. Garage Updates
B. PARCS Update | Trammell |
| IX. | Downtown Lexington Partnership Updates | Sweeney |
| X. | Visit Lex Updates | Schickel |
| XI. | Comments
Comments from Commissioners/Advisory Committee Members | Frazier |
| XII. | Closed Session per KRS 61.810 | Frazier |

Next Meeting: November 12, 2020

Lexington & Fayette County Parking Authority

Board Meeting Minutes
September 10, 2020

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

Location: ZOOM Webinar

Voting Members: Kenton Ball
Dee Dee Harbut
Wesley Holbrook
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: Christine Brown
Thomas Pettit
Terry Sweeney

Guests: Mark Doering, Reef
Chris Goodson, Reef
Justin Hubbard, DDAF
Maurice Hunter, Reef
Nicole Lawson, Reef
Julie Schickel, Visitor's Center
Charles Stephenson, Reef
Steven Taff, 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 2020 Minutes

Mr. O'Mara makes a motion to approve the minutes as presented. Ms. Harbut seconds. The vote was unanimous, and the motion carried.

Item 3 – Update on ED Activities

A. Executive Director Report

Mr. Means presents the August 2020 Executive Director report.

B. Operational Reports

Mr. Means presents the August 2020 operations reports. August begins to show an increase in activity due to students returning. RPP permits are renewed in July and August. Meter turnover rate is down



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slightly from the previous month. Meter occupancy is slowly increasing. Violations cited is increasing. The percentage of citations paid had an unexplained drop during the month. Meter revenues for the month would be near \$100,000 if not for COVID-19.

C. COVID-19 Update

Mr. Means presents two new policies related to leave for COVID-19 and travel requirements. Mr. Ball makes a motion to approve the FFCRA policy as amended. Ms. Vertuca seconds. The vote was unanimous, and the motion carried. Mr. O'Mara makes a motion to approve the travel policy as amended. Mr. Ball seconds. The vote was unanimous, and the motion carried.

Item 4 – Financial Reports

Mr. Means presents the July financial reports. Mr. Doering reports on an allocation error between On-Street and Off-Street payroll which will be fixed in the next month. He goes over variances on the Reef reports. Combined On-Street and Off-Street revenues nearly meet budget for the month. Expenses were under budget for the month. The financials will remain in draft status until completion of the audit. By consensus, the Commissioners agree to drop the operating account balance minimum from \$1,000,000 to \$500,000.

Item 5 – On-Street

A. Curbside Pick Up Spaces/Outdoor Expansion Areas

A new outdoor expansion area was created on Church Street.

B. Meter Bag Request

By consensus, the Commissioners agree to accept the staff recommendation and approve the request.

Item 6 – Off-Street

A. Garage Updates

Mr. Trammell presents the garage updates. Post tension beam repairs in the Transit Center are complete. Coating work will begin in the coming weeks. Ms. Leroy is working on the mural at Victorian Square. Mr. Trammell informs the Commissioners that KU will not approve the Victorian Square sign placement on Short Street without \$45,000 of additional work. The Commissioners will work with LPA staff to see if any sort of compromise can be made.

Item 7 – Downtown Lexington Partnership Updates

Mr. Sweeney reports that the State of Downtown will be held virtually. The ice rink is being prepped.

Item 8 – Visit Lex Updates

Ms. Schickel reports that the Visitor's Center utilized curbside services during July but are back to in-person services in August. She also reports that distilleries are slow to open back up for tours.

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

Ms. Harbut makes a motion to exit closed session. Ms. Vertuca seconds.

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



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October 5th, 2020
**Lexington & Fayette County
Parking Authority
Executive Directors Report
September 2020**



Accomplishments

- Worked with local artist Ciara LeRoy and PRHBTN to complete the Black Lives Matter mural on the Short Street side of our Victorian Square Garage and Ciara's post on Instagram has garnered over 3,300 likes and hundreds of supportive comments
- Received full LPA Board approval to adopt the proposed sick leave policy that follows both the LFUCG police and the Families First Coronavirus Response Act, Federal Guidelines
- Received full LPA Board approval to adopt the proposed Leave and Travel Policy in response to the COVID-19 pandemic
- Finalized and signed our agreement with Flash Parking who was selected as a result of our RFP for a Parking Access & Revenue Control System (PARCS) to replace the PARCS equipment in three garages
- As a continued response to COVID-19 maintained the curbside pickup spaces for downtown restaurants for the full month of September

Meetings with LFUCG/LFCPA staff

- Attended a Mornings with Planning ZOOM webinar on how LFUCG is planning for parks and open spaces in the future
- Attended the September LPA board meeting (via ZOOM)
- TEAMS call with Kara and Ed, to discuss operational issues
- Attended the "special called" LPA board meeting (via ZOOM)
- Held a TEAMS meeting with LPA staff and LEXPARK staff, to discuss a situation with a customer who's vehicle was immobilized and needed a payment plan set up
- Met once with LFUCG stakeholders and Mayor's office regarding expanded seating permits for downtown restaurants
- Implemented weekly (TEAMS) 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

- LPA PARCS RFP Debrief with T2 Systems

- Phone call with Cindy Campbell, Senior Training & Development specialist with IPMI to discuss ideas on how we can provide distanced learning and training for our front line **LEXPARK** team
- Hosted TEAMS video conference regarding a potential downtown development with several stakeholders attending
- FY20 Audit discussion and kick-off meeting with Strothman, Dean Dorton team and Kara and I
- LPA PARCS RFP Debrief with T2 Signature Controls (TIBA)
- Follow up call with IPMI leadership regarding the webinar I hosted/moderated called: A Fireside Chat on Industry Inclusion, to discuss next steps on Diversity, Equity and Inclusion in the parking industry
- On-line demo from Frog Parking, a software and hardware group that focus on helping the customer find and pay for parking
- TEAMS video conference with our team and members of the Flash Parking team (our selected PARCS provider) to negotiate and work through the agreement and scope of services
- Practice run with PayByPhone as I was asked to be on a panel for one of their “Virtual Parking Days” a leadership webinar for the industry
- Presented on a panel hosted by PayByPhone for one of their “Virtual Parking Days” a leadership webinar for the industry, I was able to share some of the ways our organization exhibits leadership locally with our decision making and community involvement
- Another TEAMS video conference with our team and members of the Flash Parking team (our selected PARCS provider) this time to discuss whether we should incorporate EMV credit card readers as a part of the scope
- T2 leadership scheduled a call with Ed and I to let us know ahead of a press release about a new service product they will be able to offer as a result of an upcoming purchase of a smaller company in the enforcement sector
- Attended a webinar on the topic of “Ticket by Mail”
- Attended another IPMI Shop talk (via ZOOM) entitled "From Disruption to Adaptation: Legal and Policy Implications for Cities and Transit in the Wake of COVID-19"
- TEAMS video conference with our team and members of the Flash Parking team (our selected PARCS provider) to work through the final steps of the agreement and scope of services
- Google video conference meeting with LPA and **LEXPARK** staff members and Arrive, a company that Flash Parking integrates with who can provide payment options in our garages that include Google pay and Apple pay as well as other touchless features
- TEAMS meeting with LPA, **LEXPARK** staff, PohlRosaPohl and representatives from Jarboe construction and horizon roofscapes who have worked with LiveWall to install the planters on the Victorian Square façade project, we discussed planter maintenance and in particular, winterization techniques
- Onsite meeting with Jarboe construction and their plumber to walk through where the plumbing connections are and how to correctly winterize the watering system for the planter boxes at Victorian Square garage

- Phone call with Streamline credit card processor about potentially using them for one piece of our credit card processing where they would be less expensive than our new processor
- Attended a DLP speaker series webinar where executives from VisitLex discussed the topic “The Spirit of Hospitality”
- Hosted an on-line demo from Frog Parking, with several of our local team members to get them acquainted with their services and some of the features that we do not have in our system
- Participated in a ZOOM meeting with LFUCG Planning, Engineering and Traffic Engineering to discuss Curbside Management
- Phone call with our BARNACLE account manager regarding some of the new options they are offering especially in light of the recent challenges of COVID-19
- Attended the Virtual DLP Annual Meeting and the State of Downtown presentation
- Phone call with developers of a potential downtown development
- Ed and I held weekly teleconference meetings with our Walter P Moore engineers and Volunteer Restoration, the company working on our 2020/2021 CAMP repairs

Future Goals and Planned Activities

- Work on finalizing the new PARCS (Garage Equipment) installation schedule
- Continue working on transitioning the Transit Center garage from a gated to gateless facility with enforcement and space count sign integrations
- 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’s 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 our IPMI 2020 virtual conference

LFCPA and LEXPARK Key Performance Indicators

User-Input variable cells.

Totals for underlying cells.

Note Jan-20 Feb-20 Mar-20 Apr-20 May-20 Jun-20 Jul-20 Aug-20 Sep-20 Oct-20 Nov-20 Dec-20 Standard TOTAL AVERAGE Percent of AVERAGE

CUSTOMER SUPPORT, PUBLIC OUTREACH and SERVICE PROVISION

1	Unique Visitors to Website	3,499	3,541	2,881	1,392	379	1,744	2,088	2,810	2,741										21,075	2,341.7	N/A	2,842.9
2	LEXPARK Walk-In Customers	6,491	637	801	0	10	26	168	163	120										1853	205.9	N/A	441.1
3	LEXPARK Telephone Inquiries (Total)	1836	1804	587	198	197	183	426	413	531										6175	686	100%	1311
4	Reporting Inoperative Meters	209	197	101	0	0	0	0	0	0										507	56	8%	125
5	LUKE	20	22	4	0	0	0	22	17	19										104	12	2%	12
6	IPS	11	10	5	0	0	0	10	5	5										46	5	0.7%	13
7	POM	15	16	0	0	0	0	16	0	0										47	5	1%	8
8	Other Inquiry including payments/ Just payments Pay by Phone questions or issues After 5 Parking questions Wrong Way Parking Garages	0	0	0	0	0	0	0	0	0										0	0	0.0%	0
9	Enforcement Complaint	591	581	260	146	147	131	197	209	224										2486	276	40%	458
10	Enforcement Complaint	34	31	12	0	0	0	0	22	19										149	17	2%	29
11	Enforcement Complaint	0	0	0	0	0	0	0	0	0										0	0	0%	0
12	Enforcement Complaint	7	4	0	0	0	0	0	4	2										18	2	0%	3
13	Enforcement Complaint	949	943	205	52	50	52	146	158	143										2698	299.8	44%	663.5
14	TOTAL CONTACTS	20	26	26	18	14	22	25	33	19										203	22.6	100%	21.1
15	Business Association Meetings Attended	8	11	19	0	9	14	17	18	15										127	14.1	63%	12.0
16	Neighborhood Association Meetings Attended	0	0	0	0	0	0	0	0	0										1	0.1	0%	0.2
17	Number of Merchants Visited	4	3	3	0	0	1	1	3	0										15	1.7	7%	2.1
18	Number of Institutional and/or Public Official Meetings	8	12	4	2	5	7	6	12	4										60	6.7	30%	6.8
19	Number of Parking Customers Contacted (Intercept surveys, survey document responses) (Analyst)	1	0	0	0	1	0	0	2	0										4	0.4	N/A	0.8

Parking Meter In-Service Rates (% of time)

Single-Space Meters
Multi-Space Meters

20	99.7%	99.6%	99.8%	99.9%	99.9%	99.88%	99.8%	99.8%	99.8%	99.8%										N/A	99.8%	N/A	99.7%
21	99.8%	99.8%	99.9%	99.9%	99.9%	99.9%	100.0%	99.9%	99.9%	99.9%										N/A	99.9%	N/A	99.9%

Average Response Time to Address Meter Complaint (Hours)

(POM) These meters have been phased out as of March 1st
Single-Space Meters (SPS)
Multi-Space Meters (LUKE)

22	2.51	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A										N/A	0.8	N/A	2.1
23	2.51	2.82	3.13	1.83	6.59	2.31	2.62	1.61	1.98	1.98										N/A	2.8	N/A	3.4
24	6.45	3.57	3.07	1.37	7.9	1.73	2.83	1.9	1.22	1.22										N/A	3.3	N/A	3.6

Number of Citation Appeal Hearings

Number of Citations Dismissed or Reduced to Warning

25	9	21	18	30	10	8	7	3	13	13										119	13.2	100%	22.0
26	9	11	4	7	3	8	2	1	5	5										50	5.6	42%	7.8

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

27	205	215	185	96	74	113	81	179	198	198										1346	149.6	100%	183.2
28	115	121	80	32	21	48	31	78	72	72										598	66.4	44%	88.9

PARKING MANAGEMENT EFFECTIVENESS

Number of Parking Activity Surveys Conducted (TOTAL)

Parking Occupancy and Availability
Parking Turnover

29	47	42	40	40	42	30	30	30	30	30										336	37.3	100%	44.0
30	46	40	40	42	30	30	30	30	30	30										334	37.1	99%	43.3
31	1	1	0	0	0	0	1	1	2	2										6	0.7	2%	0.7

Downtown Meter Turnover Rate

32	228%	215%	N/A	N/A	N/A	N/A	157%	144%	125%	125%										N/A	173.8%	N/A	200.3%
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Parking Vacancy Rate in Neighborhoods

33	50%	58%	60%	60%	55%	55%	61%	59%	58%	58%										N/A	57.3%	N/A	58.8%
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Meter Occupancy Rate by Survey

34	48%	43%	20%	20%	25%	20%	24%	29%	32%	32%										N/A	29.0%	N/A	38.2%
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Paid Legal Meter Occupancy Rate by Meter Revenue

35	36.4%	49.5%	27.4%	N/A	3.0%	28.7%	17.0%	22.7%	22.3%	22.3%										N/A	25.9%	N/A	35.8%
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Safety Zone Violation Rate

36	6.8%	7.7%	6.2%	7.2%	5.9%	4.90%	4.0%	6.8%	5.2%	5.2%										N/A	6.1%	N/A	6.1%
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Loading Zone Violation Rate

37	1.7%	2.3%	1.3%	4.6%	0.9%	0.7%	0.6%	0.6%	1.0%	1.0%										N/A	1.5%	N/A	1.8%
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PARKING OPERATIONS EFFICIENCY

Number of Parking Violation Surveys Conducted

38	30	30	30	30	30	30	30	30	30	30										270	30.0	100%	30.0
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Violation Capture Rate (Meters & RPP)

39	20%	41%	N/A	N/A	N/A	N/A	N/A	N/A	1.7%	1.7%										N/A	26%	N/A	26%
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Total Net Patrol Hours

40	1,103	996	1,011	780	650	993	1,062	985	1,035	1,035										8,615	957	N/A	882
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Average Net Patrol Hours per Officer

41	138	142	112	111	93	142	152	141	148	148										N/A	133	N/A	133
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Number of Letters Mailed

42	2,823	2,905	2,680	2,822	926	884	947	1,147	1,326	1,326										16,460	1,829	N/A	2,832
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Total Amount Due from Top 20 Scofflaws

43	\$11,475	\$11,625	\$11,325	\$11,345	\$11,400	\$11,695	\$11,115	\$11,230	\$11,465	\$11,465										N/A	\$11,408	N/A	\$10,943
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Parking Ticket Collection Rate (1-year running average)

44	77.80%	77.74%	78.85%	84.17%	84.17%	82.57%	82.80%	82.38%	81.57%	81.57%										N/A	81.3%	N/A	79.4%
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ON STREET BY THE NUMBERS
Calendar

	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Calendar AVG	FY'20 AVG	FY'19 AVG	FY'18 AVG
1 Violations Cited	4,108	4,129	3,193	889	1,815	2,371	2,511	3,342	3,455				2,868	3,345	3,829	3,320
2 Actual Citations (exc voids & warnings)	3,889	3,920	2,992	823	1,344	2,263	2,392	3,038	3,277				2,660	3,125	3,526	3,040
3 Value of Actual Citations	\$ 88,480	\$ 94,230	\$ 67,685	\$ 19,515	\$ 29,700	\$ 46,625	\$ 45,980	\$ 68,365	\$ 72,770				\$ 59,261	\$ 72,995	\$ 88,698	\$ 85,601
4 Citations Paid	2,911	3,116	2,669	1,125	1,131	1,448	1,929	2,051	2,264				2,072	2,461	2,687	2,504
5 Percentage of Citations Paid	74.90%	79.50%	89.20%	136.70%	84.20%	63.99%	80.60%	67.50%	69.10%				82.85%	82.57%	76.74%	80.28%
6 Value of Citations Paid	\$ 81,500	\$ 86,396	\$ 77,210	\$ 35,352	\$ 31,184	\$ 35,723	\$ 52,160	\$ 56,039	\$ 61,570				\$ 57,459	\$ 69,596	\$ 76,608	\$ 70,919
7 Warnings Issued	161	152	103	55	452	74	99	266	144				167	176	247	195
8 Voids	67	57	109	11	24	34	20	38	34				44	50	51	74
9 Citation Void Percentage	1.6%	1.4%	3.4%	1.2%	1.3%	1.5%	0.8%	1.1%	0.9%				1.5%	1.5%	1.4%	2.3%
10 Meter Revenue Collected	\$96,458	\$ 108,520	\$ 69,700	\$ 68	\$ 7,469	\$ 42,742	\$ 44,204	\$ 55,055	\$ 59,352				\$ 53,730	\$ 81,861	\$ 92,456	\$ 88,777
11 Avg Meter Rev Collected per Work Day	\$ 4,593	\$ 5,712	\$ 3,168	\$ 3	\$ 373	\$ 1,943	\$ 1,922	\$ 2,622	\$ 2,826				\$ 2,574	\$ 3,752	\$ 4,228	\$ 4,121
12 RPP's Sold	43	26	13	11	6	146	398	681	118				160	163	167	2,136
13 Value of RPP Permits	\$ 430	\$ 260	\$ 130	\$ 106	\$ 60	\$ 1,460	\$ 3,980	\$ 6,810	\$ 1,180				\$ 1,602	\$ 1,630	\$ 1,673	\$ 1,436
14 Monthly Permit Revenue	\$ 10,026	\$ 5,129	\$ 7,664	\$ 5,857	\$ 4,855	\$ 5,818	\$ 9,638	\$ 10,053	\$ 5,915				\$ 7,217	\$ 6,554	\$ 6,117	\$ 6,150
15 Value of Bagged Meters	\$ 6,225	\$ 2,740	\$ 9,475	\$ 2,870	\$ 6,370	\$ 7,135	\$ 2,890	\$ 4,615	\$ 4,437				\$ 5,195	\$ 5,300	\$ 10,460	\$ 11,426
16 New Meters Added or Removed	(6)	-	-	-	-	-	-	-	-				(1)	(1)	1	0
17 Single Space Meters	644	644	644	644	644	644	644	644	672				647	699	875	946
18 Multi-Space Meters	71	71	71	71	71	71	71	71	72				71	65	41	37
19 Metered Space Count	1,256	1,256	1,256	1,256	1,256	1,256	1,256	1,256	1,268				1,257	1,261	1,271	1,272
20 Vehicles Booted	58	39	25	-	-	-	64	36	33				28	29	39	42
21 Booting Fees	\$ 2,660	\$ 3,540	\$ 3,525	\$ 480	\$ -	\$ -	\$ 6,030	\$ 2,880	\$ 2,880				\$ 2,444	\$ 2,123	\$ 3,064	\$ 3,221
22 Total Revenue Collected	\$ 197,299	\$ 206,584	\$ 167,705	\$ 44,733	\$ 49,939	\$ 92,878	\$ 118,901	\$ 135,452	\$ 135,334	\$ -	\$ -	\$ -	\$ 127,647	\$ 190,376	\$ 181,929	\$ 161,388



LEXPARK VOID SUMMARY

Voided Citations By Officer

	CY '20	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	CAL YTD
	Issuing Officer													
1	2013	1	1	-	-	-	-	-	-	-	-	-	-	2
2	2065	-	-	-	-	-	-	-	-	-	-	-	-	-
3	2081	5	8	23	2	-	-	2	2	4	-	-	-	46
4	2082	3	2	9	2	2	10	2	2	2	-	-	-	34
5	2098	-	-	-	-	-	-	-	-	-	-	-	-	-
6	2115	-	-	-	-	-	-	-	-	-	-	-	-	-
7	2117	-	-	-	-	-	-	-	-	-	-	-	-	-
8	2119	-	-	-	-	-	-	-	-	-	-	-	-	-
9	2120	4	3	23	2	1	9	2	1	3	-	-	-	48
10	2122	-	-	-	-	-	-	-	-	-	-	-	-	-
11	2124	-	-	-	-	-	-	-	-	-	-	-	-	-
12	2141	-	-	-	-	-	-	-	-	8	-	-	-	8
13	(2130) 2142	-	-	-	-	-	-	-	12	6	-	-	-	18
14	2131	21	9	5	-	-	-	-	-	-	-	-	-	35
15	2132	-	-	-	1	1	4	5	4	-	-	-	-	15
16	2133	16	12	21	1	11	2	4	9	2	-	-	-	78
17	2137	6	4	8	1	7	4	2	4	3	-	-	-	39
18	2138	8	13	18	2	2	5	3	4	6	-	-	-	61
19	2140	3	5	2	-	-	-	-	-	-	-	-	-	10
20	% Voids	1.72%	1.74%	2.73%	0.25%	0.54%	1.05%	0.80%	1.14%	0.98%	-	-	-	0.99%
21	Total	67	57	109	11	24	34	20	38	34	-	-	-	323
22	Total Citations	3,899	3,275	3,987	4,449	4,477	3,237	2,511	3,342	3,455	-	-	-	32,632

Voided Citations Summary By Reason

	CY '20	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	CAL YTD
	Void Type													
23	Administrative	38	21	10	1	4	14	3	20	18	-	-	-	129
24	Ambiguous Mrkg /Missing Sign	2	-	-	-	-	-	-	-	1	-	-	-	3
25	Customer Walk Up	-	-	-	1	1	-	-	3	-	-	-	-	5
26	Duplicate	3	9	4	1	2	-	2	3	5	-	-	-	29
27	Meter Malfunction	-	-	-	-	-	-	1	1	1	-	-	-	3
28	Pay By Phone	9	10	12	-	2	2	4	4	4	-	-	-	47
29	Officer Error	13	16	11	7	11	17	4	6	2	-	-	-	87
30	Test	-	-	1	1	-	-	3	-	-	-	-	-	5
31	Visitor	2	-	-	-	2	-	-	-	-	-	-	-	4
32	Printer Error	-	-	-	-	-	-	-	-	-	-	-	-	-
33	Paid Other Luke	-	-	-	-	-	-	-	-	1	-	-	-	1
34	Void By Client Directive	-	1	71*	-	2	1	3	1	2	-	-	-	10
35	Total	67	57	38	11	24	34	20	38	34	-	-	-	323

* On March 17, our officers wrote 71 tickets for non-payment of meters on the day we declared Free Parking due to the COVID-19 virus. The tickets were voided on March 18 per client directive



Citations Aging Report

Five-Year Report Ending October 1, 2020

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	1,695	1,072	677	733	602	4,805	8,028	7,603	7,501	920	33,636
Dollar Amt	\$51,085.00	\$41,295.00	\$25,105.00	\$27,235.00	\$25,085.00	\$194,208.00	\$341,979.52	\$334,005.52	\$285,979.84	\$35,085.00	\$1,361,062.88



Citations Aging Report

Five-Year Report Ending September 1, 2020

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	1,590	761	783	420	938	4,902	8,115	7,450	7,527	1,120	33,606
Dollar Amt	\$47,045.00	\$28,015.00	\$29,030.00	\$17,020.00	\$34,930.00	\$202,943.00	\$344,314.52	\$325,838.86	\$286,816.50	\$41,827.00	\$1,357,779.88



OFF STREET BY THE NUMBERS
Calendar 2020

	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	CAL YTD AVG	FY '21 AVG	FY '20 AVG
MONTHLY CARD HOLDERS BILLED															
1 Victorian Square	374	381	406	366	335	343	348	343	344				360	345	385
2 Transit Center	1,046	1,055	1,055	1,043	1,039	1,033	968	967	966				1,019	967	1,063
3 Courthouse	240	240	249	208	211	211	210	240	237				227	229	239
4 Helix	381	384	384	384	386	385	386	380	390				384	385	393
TOTAL	2,041	2,060	2,094	2,001	1,971	1,972	1,912	1,930	1,937				1,991	1,926	2,080

	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	CAL YTD AVG	FY '21 AVG	FY '20 AVG
TOTAL AVAILABLE FOR MONTHLY															
6 Victorian Square (384)	10	8	2	42	73	65	60	65	64				43	63	3
7 Transit Center (777)	9	15	15	27	31	37	102	101	102				49	102	1
8 Courthouse (518)	2	2	2	43	40	40	41	11	14				22	22	1
9 Helix (389)	6	16	16	16	14	15	14	20	10				14	15	2
TOTAL (2068)	27	41	35	128	158	157	217	197	190				128	201	7

	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	CAL YTD AVG	FY '21 AVG	FY '20 AVG
11 SPECIAL EVENTS WORKED - VS	12	18	4	-	-	-	-	-	-				4	-	7

	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	CAL YTD AVG	FY '21 AVG	FY '20 AVG
12 VALIDATIONS SOLD - ALL GARAGES	3,114	3,963	245	-	-	541	495	263	710				1,037	489	1,902

	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	CAL YTD AVG	FY '21 AVG	FY '20 AVG
AVERAGE DAILY TRANSACTIONS															
13 Victorian Square	223	236	108	14	34	68	68	72	75				100	72	271
14 Transit Center	16	26	8	-	1	3	2	4	4				7	3	14
15 Courthouse	197	204	111	22	21	67	73	67	63				92	68	193
16 Helix	408	419	225	16	34	67	151	153	138				179	147	429
TOTAL	844	885	452	52	90	205	294	296	280				377	290	907

	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	CAL YTD AVG	FY '21 AVG	FY '20 AVG
AVERAGE LENGTH OF STAY - HOURS															
18 Victorian Square	2.1	2.5	2.1	2.0	1.9	1.8	1.9	2.0	2.1				2.0	2.0	2.6
19 Transit Center	2.9	2.7	2.7	1.7	3.0	2.9	2.6	3.4	3.3				2.8	3.1	2.9
20 Courthouse	2.1	2.3	2.3	3.3	2.4	2.1	2.0	2.3	2.6				2.4	2.3	2.1
21 Helix	1.1	1.1	1.2	1.9	2.2	1.6	1.1	1.1	1.3				1.4	1.2	1.5
TOTAL	2.1	2.1	2.1	2.2	2.4	2.1	1.9	2.2	2.3				2.2	2.1	2.3

	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	CAL YTD AVG	FY '21 AVG	FY '20 AVG
AVERAGE TRANSACTION AMOUNT															
23 Victorian Square	\$ 7.90	\$ 7.97	\$ 6.07	\$ 6.30	\$ 6.44	\$ 5.17	\$ 6.18	\$ 6.59	\$ 6.86				\$ 6.61	\$ 6.54	\$ 4.95
24 Transit Center	\$ 5.61	\$ 5.21	\$ 5.39	\$ 3.46	\$ 5.28	\$ 5.61	\$ 4.83	\$ 6.08	\$ 5.96				\$ 5.27	\$ 5.62	\$ 5.16
25 Courthouse	\$ 4.22	\$ 4.55	\$ 4.45	\$ 6.77	\$ 3.68	\$ 3.46	\$ 4.09	\$ 4.67	\$ 5.20				\$ 4.57	\$ 4.65	\$ 4.00
26 Helix	\$ 3.45	\$ 3.35	\$ 3.51	\$ 5.70	\$ 6.89	\$ 3.89	\$ 3.44	\$ 3.46	\$ 3.96				\$ 4.18	\$ 3.62	\$ 2.59
TOTAL	\$ 5.30	\$ 5.27	\$ 4.86	\$ 5.56	\$ 5.57	\$ 4.53	\$ 4.64	\$ 5.20	\$ 5.50				\$ 5.16	\$ 5.11	\$ 4.18

Aged Balances - 21081202 Victorian Square Garage

Ending Balances as of 10/1/2020

Account	Current	30 Days	60 Days	90 Days	Total Due	
56352 CHARLES ARNOLD	\$270.00	\$270.00	\$0.00	\$0.00	\$540.00	PAID 10.7.2020
96484 Aurdrey Byers	\$90.00	\$90.00	\$0.00	\$0.00	\$180.00	PAID 10.7.2020
Report Totals	\$360.00	\$360.00	\$0.00	\$0.00	\$720.00	

Aged Balances - 21081203 Transit Center Garage

Ending Balances as of 10/1/2020

Account	Current	30 Days	60 Days	90 Days	Total Due	
56330 GRAY CONSTRUCTION	\$12,300.00	\$12,300.00	\$0.00	\$0.00	\$24,600.00	PROCESSING
96491 GRAY SOLUTIONS	\$1,040.00	\$37.50	\$0.00	\$0.00	\$1,077.50	PAID 10.5.2020
Report Totals	\$13,340.00	\$12,337.50	\$0.00	\$0.00	\$25,677.50	

Aged Balances - 21081201 Helix Garage

Ending Balances as of 10/1/2020

Account	Current	30 Days	60 Days	90 Days	Total Due	
96262 JACKSON KELLY PLLC (City Center)	\$720.00	\$720.00	\$0.00	\$0.00	\$1,440.00	PAID 10.5.2020
96305 GRAY CONSTRUCTION	\$1,860.00	\$1,860.00	\$0.00	\$420.00	\$4,140.00	PROCESSING
96385 GERRICK MACK	\$20.00	\$20.00	\$0.00	\$0.00	\$40.00	PAID 10/2/2020
96412 WINSTON DUNCAN	\$20.00	\$20.00	\$20.00	\$0.00	\$60.00	CANCELLED ACCT
96497 Dennis Pickett	\$20.00	\$20.00	\$20.00	\$0.00	\$60.00	CANCELLED ACCT
Report Totals	\$2,640.00	\$2,640.00	\$40.00	\$420.00	\$5,740.00	

Aged Balances - 21081204 Courthouse Garage

Ending Balances as of 10/1/2020

Account	Current	30 Days	60 Days	90 Days	Total Due	
95918 SANTANA JOSHUA	\$70.00	\$70.00	\$0.00	\$0.00	\$140.00	PAID 10.5.2020
96441 GRAY CONSTRUCTION	\$1,050.00	\$1,050.00	\$0.00	\$0.00	\$2,100.00	PROCESSING
Report Totals	\$1,120.00	\$1,120.00	\$0.00	\$0.00	\$2,240.00	



LEXPARK MARKETING RESULTS

LEXPARK holds a unique place in the community and utilizing social media to leverage that connection in the most helpful and community-focused way has been an invaluable aspect of LEXPARK’s efforts.

It’s no surprise with COVID-19, LEXPARK was presented with new challenges. The \$3 night and weekend parking didn’t seem as important to market during the time of a pandemic. Events were canceled, restaurants were curbside only, and residents were still afraid to leave their homes.

LEXPARK’s mission is to serve the community to its best ability and encourage economic growth. A mission that has more meaning than ever before this year.

Our focus, therefore, has shifted more towards the community with our organic social campaigns this year:

CAMPAIGN 1

Organic Social, April 2020

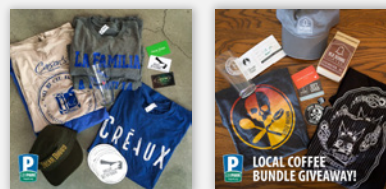


Free 2-hour parking and designated curbside pick-up spots for customers to easily support their favorite downtown businesses.

<i>Impressions</i>	<i>Engagements</i>	<i>Link Clicks</i>
359,711	654	198

CAMPAIGN 2

Organic Social, April & July 2020



Two social media giveaways to not only help businesses generate traffic but to create brand awareness for LEXPARK at the same time. On behalf of LEXPARK, we donated to eight local restaurants and coffee shops as a way to supply gift cards and swag items for the giveaways.

<i>Audience Growth</i>	<i>Total Messages Received</i>	<i>Local Businesses Supported</i>
+ 4,000	↑ 320%	8

HERE'S WHAT THE COMMUNITY IS SAYING:



A Cup of Common Wealth

18 mins · 🌐

LexPark has been a supporter of us for a while now. In the midst of being the people who unfortunately are the bearers of bad financial news (that's been us, one too many times), they also are looking for ways to do their job well and also give back to the community! For the last two months, they've offered free 2 hour limit parking across the city. To start back up, they're charging their meters again, but donating the proceeds to God's Pantry Food Bank, and the Coronavirus Response Fund by Blue Grass Community Foundation and United Way of the Bluegrass! They're also keeping the free curbside pick up spots available to businesses until further notice. They don't get a lot of praise, but we've appreciated how they've worked with us over the years, and their desire to continue to do good as our new normal unfolds.



With the uncertainty this year has brought, LEXPARK has leaned in to use its position to support your community in the best way it can.

**LEXPARK IS MORE THAN PARKING.
LEXPARK STRENGTHENS THE COMMUNITY.**

October 8th, 2020

Food for Fines Update and Request for 2020

**2017-20 ACCREDITED
PARKING
ORGANIZATION™**



Re-cap of past six years

FOOD for FINES By the Numbers								
	*2014	2015	2016	2017	2018	2019	TOTALS	
Citations paid	609	525	399	379	268	392	2,572	
Accounts paid	372	418		283				
\$15 fines paid	172			122	51			
\$30 fines paid	363			178	121			
Late fees paid	68			217				
Average age	9 mos			6 mos				
Less than year old	483			306				
Oldest fine paid	6yrs 2mos			11yrs 3mos	4yrs 6mos	6yrs 4mos		
Cans/items donated	6200	10000	8387	7630	7367	9594	49,178	
Pounds of Food	6000	10211	8074	8431	6057	8828	47,601	
Value of citations	\$14,580	\$14,645	\$13,065	\$11,500	\$10,765	\$14,240	78,795	
* In 2014 our first year we only accepted payments for meter violations								

2020

Recommended Dates

Monday November 23rd – Friday December 18th

Recommended Criteria (No Change)

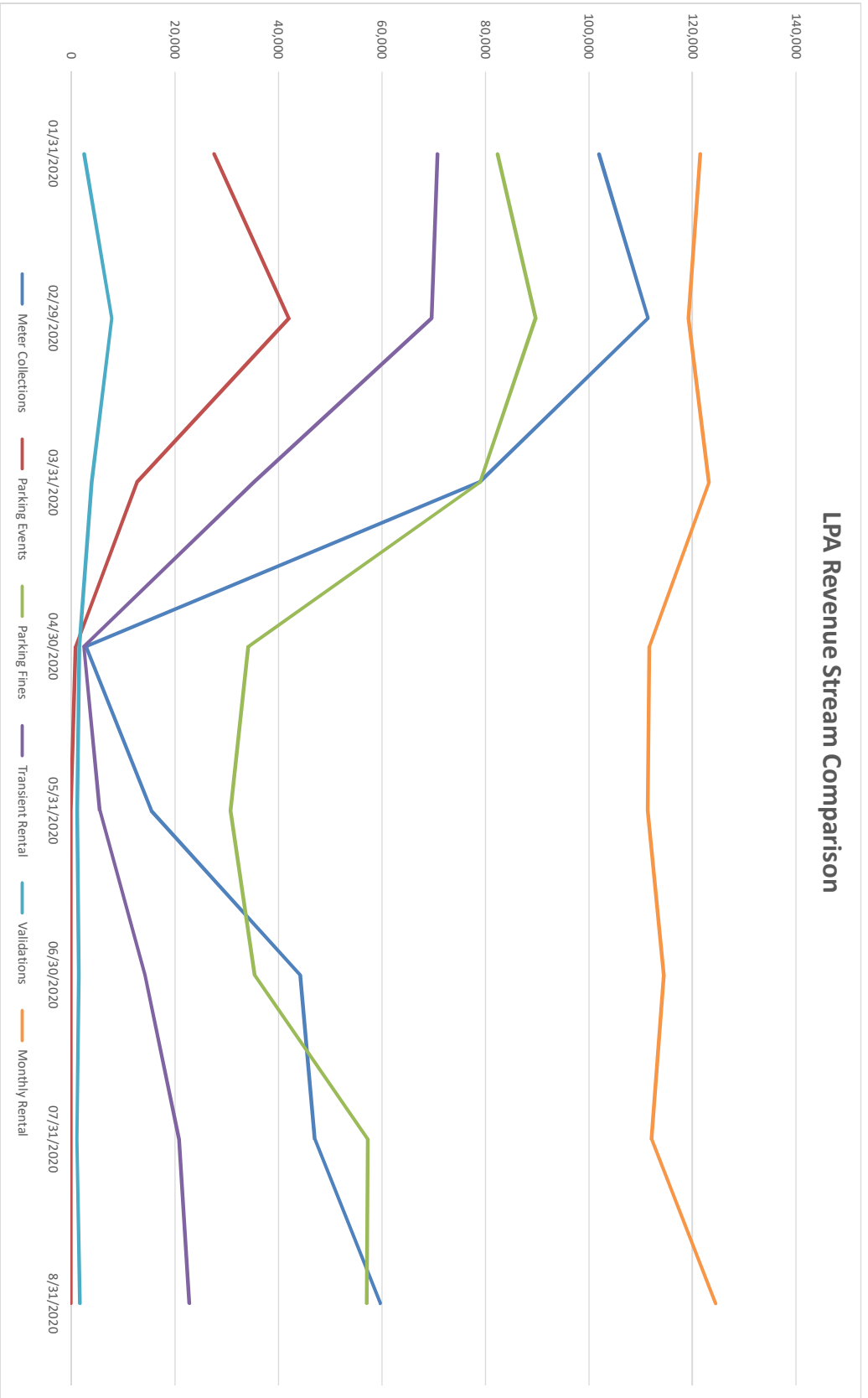
Continue practice from previous five years

10 cans = \$15 off any citation or late fee

Recommend repeating last years additional strategy:

Sending announcements to KY residents.

LPA Revenue Stream Comparison



Revenue Stream	01/31/2020	02/29/2020	03/31/2020	04/30/2020	04/30/2020	05/31/2020	06/30/2020	07/31/2020	8/31/2020
Meter Collections	101,900	111,402	78,821	2,943	15,536	44,229	47,090	59,671	0
Parking Events	27,531	42,081	12,712	927	11	0	0	0	0
Parking Fines	82,408	89,718	78,999	34,271	30,810	35,463	57,304	57,084	0
Transient Rental	70,758	69,643	35,310	2,463	5,511	14,293	20,888	22,895	0
Validations	2,525	7,855	4,020	1,615	1,233	1,568	1,116	1,706	0
Monthly Rental	121,547	119,284	123,187	111,894	111,338	114,432	112,116	124,494	0



LEXPARK
On-Street Financial Report
August 31, 2020
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	\$ 55,055	41%	\$ 63,003	\$ (7,948)	A	\$ 99,259	40%	\$ 115,970	\$ (16,711)
2 Permits/Sales/Monthly Permit Sales	\$ 16,853	13%	\$ 15,996	\$ 857		\$ 30,448	12%	\$ 28,761	\$ 1,687
3 Violation Tickets	\$ 54,104	41%	\$ 53,838	\$ 266		\$ 105,378	42%	\$ 97,150	\$ 8,227
4 Bag Rental Fees	\$ 4,045	3%	\$ 2,664	\$ 1,381		\$ 6,935	3%	\$ 2,664	\$ 4,271
5 Booting Fees	\$ 2,880	2%	\$ 2,421	\$ 459		\$ 8,910	4%	\$ 2,421	\$ 6,489
6 Total Revenue	\$ 132,937		\$ 137,923	\$ (4,986)		\$ 250,930		\$ 246,966	\$ 3,963
Expenses									
Payroll									
7 Salaries & Wages	\$ 39,240		\$ 35,214	\$ (4,026)	B	\$ 82,081		\$ 71,641	\$ (10,441)
8 Payroll Taxes	\$ 5,694		\$ 5,110	\$ (584)		\$ 11,910		\$ 10,395	\$ (1,515)
9 Workers Comp Ins	\$ 2,452		\$ 2,201	\$ (252)		\$ 5,130		\$ 4,478	\$ (653)
10 Liability Insurance	\$ 1,599		\$ 1,599	\$ -		\$ 3,651		\$ 3,199	\$ (452)
11 Employee Health Insurance	\$ 5,643		\$ 5,833	\$ 189		\$ 11,287		\$ 11,665	\$ 379
12 Total Payroll	\$ 54,629	41%	\$ 49,957	\$ (4,673)		\$ 114,059	45%	\$ 101,377	\$ (12,681)
Field									
13 Uniforms	\$ -		\$ 82	\$ 82		\$ 199		\$ 165	\$ (34)
14 Hiring/Training	\$ 140		\$ 140	\$ -		\$ 277		\$ 279	\$ 3
15 Vehicle Expense	\$ 1,285		\$ 1,269	\$ (16)		\$ 2,926		\$ 2,539	\$ (388)
16 EMS/IPS/PBP/CCS Service Fees	\$ 22,263		\$ 13,808	\$ (8,455)	C	\$ 43,508		\$ 65,006	\$ 21,498
17 Professional Services/Fees	\$ 2,047		\$ 1,257	\$ (790)		\$ 2,717		\$ 2,514	\$ (202)
18 Fuel	\$ 152		\$ -	\$ (152)		\$ 152		\$ -	\$ (152)
19 General Supplies	\$ 1,640		\$ 2,658	\$ 1,018		\$ 2,133		\$ 5,316	\$ 3,183
20 Repairs - Maintenance	\$ 690		\$ 2,600	\$ 1,910	D	\$ 3,176		\$ 5,200	\$ 2,024
21 Total Field	\$ 28,216	21%	\$ 21,814	\$ (6,402)		\$ 55,087	22%	\$ 81,019	\$ 25,931
Office									
22 Communications/Telephones	\$ 1,067		\$ 1,262	\$ 195		\$ 1,262		\$ 2,524	\$ 1,262
23 Office Supplies	\$ -		\$ 132	\$ 132		\$ -		\$ 264	\$ 264
24 Printing & Design/Ticket Purchase	\$ 430		\$ 762	\$ 332		\$ 430		\$ 1,524	\$ 1,094
25 Postage/Dues & Memberships	\$ 57		\$ 940	\$ 883		\$ 1,352		\$ 1,880	\$ 528
26 Employee Incentive	\$ -		\$ 175	\$ 175		\$ -		\$ 350	\$ 350
27 Total Office	\$ 1,554	1%	\$ 3,271	\$ 1,717		\$ 3,044	1%	\$ 6,542	\$ 3,498
Miscellaneous									
28 Base Management Fee	\$ 1,465		\$ 1,465	\$ -		\$ 2,931		\$ 2,931	\$ -
29 Management Incentive Fee	\$ 2,750		\$ 3,068	\$ 318		\$ 5,699		\$ 5,962	\$ 263
30 Dues & Subscriptions	\$ 86		\$ 708	\$ 622		\$ 801		\$ 4,416	\$ 3,615
31 Total Miscellaneous	\$ 4,301	3%	\$ 5,241	\$ 940		\$ 9,431	4%	\$ 13,309	\$ 3,878
32 Total Expenses	\$ 88,700	67%	\$ 80,283	\$ (8,417)		\$ 181,621	72%	\$ 202,246	\$ 20,626
33 Net Income (Loss)	\$ 44,237		\$ 57,640	\$ (13,403)		\$ 69,309		\$ 44,720	\$ 24,589

Variance Notes

- A.** Variance of \$7948 due to our Budget Projections being somewhat aggressive during the current COVID-19 pandemic times. We anticipated better revenue with UK starting up in August. Fortunately, the other four revenue categories hit budget helping reduce some of the negative variance by \$3k
- B.** Variance of \$4K due to our Accountant mistakenly allocating 3 our garage employees within the on-street payroll when setting up the new fiscal budget. This should be rectified in our September financials. Please note the positive labor variance on the garage side.
- C.** EMS/IPS/PBP/CCS aka Software Applications had a negative variance of \$8455 due in large part to the fluctuation of receiving the T2 invoices throughout the year. This month we paid three \$5661 IRIS Digital payments. We will have a favorable YTD budget until we receive the large subscription invoice at year end.
- D.** The positive Repairs and Maintenance Variance is due to not requiring any major equipment repairs this month.



LEXPARK
Garage Financial Report
August 31, 2020
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	\$ 105,431	81%	\$ 77,789	\$ 27,642	A	\$ 213,732	82%	\$ 197,211	\$ 16,521
2 Violation Tickets	\$ 100	0%	\$ -	\$ 100		\$ 100	0%	\$ -	\$ 100
3 Transient	\$ 22,899	18%	\$ 38,914	\$ (16,015)	B	\$ 43,772	17%	\$ 75,652	\$ (31,879)
4 Stamp/Validation	\$ 1,706	1%	\$ 2,918	\$ (1,212)		\$ 2,822	1%	\$ 4,079	\$ (1,257)
5 Total Revenue	\$ 130,136		\$ 119,622	\$ 10,514		\$ 260,426		\$ 276,942	\$ (16,515)
Expenses									
Payroll									
6 Salaries & Wages	\$ 21,537		\$ 30,123	\$ 8,586	C	\$ 43,553		\$ 61,197	\$ 17,644
7 Payroll Taxes	\$ 3,125		\$ 4,371	\$ 1,246		\$ 6,320		\$ 8,880	\$ 2,560
8 Workers Comp Ins	\$ 1,346		\$ 1,883	\$ 537		\$ 2,722		\$ 3,825	\$ 1,103
9 Liability Insurance	\$ 2,948		\$ 2,948	\$ -		\$ 5,985		\$ 5,897	\$ (88)
10 Employee Health Insurance	\$ 2,949		\$ 6,857	\$ 3,908	C	\$ 4,878		\$ 13,715	\$ 8,837
11 Total Payroll	\$ 31,905	25%	\$ 46,182	\$ 14,277		\$ 63,457	24%	\$ 93,512	\$ 30,055
Field									
12 Uniforms	\$ -		\$ 93	\$ 93		\$ 65		\$ 186	\$ 120
13 Hiring/Training	\$ 157		\$ 157	\$ -		\$ 317		\$ 315	\$ (2)
14 Repairs - Maintenance	\$ 1,248		\$ 1,350	\$ 102		\$ 12,574		\$ 2,700	\$ (9,874)
15 Vehicle Expense	\$ 1,072		\$ 1,088	\$ 16		\$ 2,144		\$ 2,176	\$ 32
16 EMS/IPS/PBP/CCS Service Fees	\$ 1,102		\$ 5,107	\$ 4,005	D	\$ 8,746		\$ 11,048	\$ 2,302
17 Professional Services/Fees	\$ 2,697		\$ 4,209	\$ 1,511	E	\$ 10,586		\$ 19,117	\$ 8,531
18 Fuel	\$ 171		\$ 170	\$ (1)		\$ 171		\$ 339	\$ 168
19 General Supplies	\$ 175		\$ 2,997	\$ 2,822	F	\$ 623		\$ 5,994	\$ 5,371
20 Elevator Maintenance	\$ 2,821		\$ 1,731	\$ (1,090)		\$ 6,223		\$ 3,463	\$ (2,761)
21 Total Field	\$ 9,443	7%	\$ 16,902	\$ 7,458		\$ 41,450	16%	\$ 45,338	\$ 3,888
Office									
22 Communications	\$ 824		\$ 1,423	\$ 599		\$ 2,195		\$ 2,846	\$ 651
23 Office Supplies	\$ -		\$ 149	\$ 149		\$ -		\$ 298	\$ 298
24 Printing & Design	\$ -		\$ 859	\$ 859		\$ -		\$ 1,718	\$ 1,718
25 Postage	\$ -		\$ 1,060	\$ 1,060		\$ -		\$ 2,120	\$ 2,120
26 Total Office	\$ 824	1%	\$ 3,491	\$ 2,667	F	\$ 2,195	1%	\$ 6,982	\$ 4,787
Miscellaneous									
27 Base Management Fee	\$ 2,701		\$ 2,701	\$ -		\$ 5,402		\$ 5,402	\$ -
28 Dues & Subscriptions	\$ 342		\$ 798	\$ 456		\$ 1,149		\$ 1,596	\$ 448
29 Total Miscellaneous	\$ 3,043	2%	\$ 3,499	\$ 456		\$ 6,551	3%	\$ 6,998	\$ 448
30 Total Expenses	\$ 45,216	35%	\$ 70,074	\$ 24,858		\$ 113,654	44%	\$ 152,831	\$ 39,178
31 Net Income (Loss)	\$ 84,920		\$ 49,548	\$ 35,372		\$ 146,773		\$ 124,111	\$ 22,662

Variance Notes

- A Monthly Positive Variance is primarily due to two Grey Construction payments at Transit Center of \$12300 each (one was due from last month) and an additional 30 new parkers at the Courthouse location.
- B Transient Variance due to our Budget Projections being somewhat aggressive during the current COVID-19 pandemic times. We anticipated more office visitors and better evening traffic to the restaurants and bars.
- C The positive \$8586 salary/wage and the \$3900 health insurance variances are primarily due to allocating 3 of the garage employees to the onstreet payroll. The misallocation should be rectified in our September Financials.
- D The positive variance of \$4k for EMS/IPS/PBP/CCS is due to not receiving the new Scheidt-Bachmann monthly service contract invoice. We just finished negotiating a 1/2 year Service Agreement. The YTD repairs and mtce overage was due to the \$10k Helix elevator lobby flooring installs
- E The positive variances of \$1500 this month and the \$8531 YTD is due to Johnson Controls not performing the sprinkler and fire system inspections. We should see the expenses hit in October.
- F Positive Variance of \$5K is primarily due to the General Supplies and office supply invoices not being received until later in the month causing the expenses to not be

Lexington & Fayette County Parking Authority
Statement of Net Position

Substantially All Disclosures Omitted

	As Of 08/31/20	As Of 08/31/19	Variance 08/31/20
Assets			
Current Assets			
Cash	\$ 1,003,362	\$ 1,694,973	\$ (691,611)
Cash-Change Fund	8,860	7,102	1,758
Accounts receivable	18,317	54,629	(36,312)
Prepaid expenses	0	157,577	(157,577)
Restricted cash and cash equivalents			
Investments-BB&T-Restricted Cash	3,500,000	3,500,000	0
Investments-BB&T-Garage Maintenance Reserve	1,422,680	1,020,870	401,811
Investments-BB&T-Unrealized G/L	1,905	3,477	(1,573)
Investments-BB&T-Accrued Interest	19,689	32,997	(13,308)
Total Restricted Cash & Equivalents	<u>4,944,274</u>	<u>4,557,344</u>	<u>386,930</u>
Total Current Assets	<u>5,974,813</u>	<u>6,471,625</u>	<u>(496,812)</u>
Non-Current Assets			
Capital Assets			
Land	7,585,094	7,585,094	0
Buildings and improvements	12,777,194	12,144,374	632,820
Equipment and furniture	2,278,903	2,187,505	91,399
Construction in progress	574,246	186,851	387,394
Computer software	10,850	10,850	0
Total Capital Assets	<u>23,226,287</u>	<u>22,114,674</u>	<u>1,111,613</u>
Less: Accumulated Depreciation	<u>(4,739,080)</u>	<u>(4,004,337)</u>	<u>(734,743)</u>
Total Capital Assets, Net of Accumulated Depreciation	<u>18,487,207</u>	<u>18,110,337</u>	<u>376,870</u>
Total Non-Current Assets	<u>18,487,207</u>	<u>18,110,337</u>	<u>376,870</u>
Total Assets	<u>\$ 24,462,020</u>	<u>\$ 24,581,962</u>	<u>\$ (119,942)</u>
Liabilities and Net Assets			
Current Liabilities			
Accounts payable and accrued liabilities	\$ 421,541	\$ 350,076	\$ 71,466
Compensated absences	9,840	9,230	609
Deposits payable	1,657	4,695	(3,037)
Note payable	416,473	405,060	11,412
Deferred Revenue	11,700	14,397	(2,697)
Total Current Liabilities	<u>861,211</u>	<u>783,458</u>	<u>77,753</u>
Non-Current Liabilities			
Note payable	2,372,246	2,794,453	(422,207)
Compensated absences	9,839	9,230	610
Deposits Payable	3,072	1,600	1,472
Total Non-Current Liabilities	<u>2,385,157</u>	<u>2,805,283</u>	<u>(420,125)</u>
Total Liabilities	<u>3,246,368</u>	<u>3,588,741</u>	<u>(342,372)</u>
Net Position			
Capital Assets Net of Debt	15,698,489	14,910,824	787,665
Restricted-Garage Maintenance Reserve	1,444,274	1,057,343	386,930
Restricted-Capital Asset Mgmt Program	3,500,000	3,500,000	0
Unrestricted	572,889	1,525,054	(952,165)
Total Net Position	<u>21,215,652</u>	<u>20,993,221</u>	<u>222,430</u>
Total Liabilities and Net Assets	<u>\$ 24,462,020</u>	<u>\$ 24,581,962</u>	<u>\$ (119,942)</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 8/31/2020 Actual	Month End 8/31/2020 FYE Budget	Variance 8/31/2020	FYTD 8/31/2020 Actual	FYTD 8/31/2020 FYE Budget	Variance 8/31/2020	Annual Budget 6/30/2021 FYE Budget	
Revenue								
Revenue OnStreet								
1	Parking - Monthly Rental	\$ 16,853	\$ 15,996	\$ 857	\$ 30,448	\$ 28,760	\$ 1,688	\$ 98,000
2	Parking - Meter Collections	59,671	65,667	(5,996)	106,762	118,634	(11,872)	900,000
3	Parking - Fines	56,984	56,259	725	114,287	99,571	14,716	700,000
4	Total Revenue OnStreet	133,508	137,922	(4,414)	251,497	246,965	4,532	1,698,000
Revenue OffStreet								
5	Parking - Monthly Rental	107,641	91,666	15,975	206,162	183,332	22,830	1,099,996
6	Parking - Transient Rental	22,895	38,915	(16,020)	43,783	75,652	(31,870)	490,001
7	Parking - Validations	1,706	2,918	(1,212)	2,822	4,079	(1,257)	38,002
8	Parking - Fines	100	0	100	100	0	101	0
9	Overage/Shortage/Fees	(566)	0	(566)	(581)	0	(581)	0
10	Total Revenue OffStreet	131,776	133,499	(1,723)	252,287	263,063	(10,777)	1,627,999
11	Commercial Property Rental	9,040	3,250	5,790	15,653	6,500	9,154	39,000
12	Miscellaneous Income	1	0	1	1	0	1	0
13	Total Revenue	274,325	274,671	(346)	519,438	516,528	2,910	3,364,999
Operating Expenses								
OnStreet Operating Expenses								
14	REEF Operating Expenses	89,200	80,283	(8,917)	182,121	202,247	20,126	1,010,971
15	Property & Casualty Excess Insurance	0	0	0	1,583	995	(588)	995
16	Bank & Credit Card Fees	4,517	9,583	5,066	8,324	19,166	10,842	114,996
17	Total OnStreet Operating Expenses	93,717	89,866	(3,851)	192,028	222,408	30,380	1,126,962
OffStreet Operating Expenses								
18	REEF Operating Expenses	45,216	70,073	24,857	113,654	152,831	39,177	896,611
19	Property & Casualty Excess Insurance	0	0	0	55,384	57,121	1,737	57,121
20	Bank & Credit Card Fees	1,233	3,750	2,517	2,087	7,500	5,413	45,000
21	Utilities	9,667	10,165	498	21,693	20,330	(1,363)	121,980
22	Interest Expense	5,237	5,024	(213)	10,366	10,048	(318)	60,288
23	Total OffStreet Operating Expenses	61,353	89,012	27,659	203,184	247,830	44,646	1,181,000
24	Personnel Expenses	12,658	26,199	13,541	35,150	52,398	17,248	314,388
Administrative Expenses								
25	Property & Casualty Excess Insurance	0	0	0	32,267	38,000	5,733	38,000
26	Bank & Credit Card Fees	24	0	(24)	870	0	(870)	0
27	Other Professional Services	10,348	19,367	9,019	15,479	38,734	23,255	232,404
28	Rent/Lease Expenses	876	876	0	1,752	1,752	0	10,512
29	Landline Phones	399	442	43	798	884	86	5,304
30	Business Travel & Training	199	1,150	951	199	2,300	2,101	13,800
31	Dues Subscriptions & Publications	138	475	337	587	950	363	5,700
32	Office Supplies	388	583	195	388	1,166	778	6,996
33	Office Machines & Equipment	0	208	208	0	416	416	2,496
34	Office Repairs & Maintenance	0	125	125	0	250	250	1,500
35	Mileage Expense	0	33	33	0	66	66	396
36	Operating Contingency	0	2,500	2,500	3,375	5,000	1,625	30,000
37	Total Administrative Expenses	12,372	25,759	13,387	55,715	89,518	33,803	347,108
38	Total Operating Expenses	180,100	230,836	50,736	486,077	612,154	126,077	2,969,458
Change in Net Position Before Capital &								
39	Other Financing	94,225	43,835	50,390	33,361	(95,626)	128,987	395,541
Expenses For Capital Assets								
40	Depreciation & Amortization	62,444	63,250	806	124,888	126,500	1,612	759,000
41	Total Expenses For Capital Assets	62,444	63,250	806	124,888	126,500	1,612	759,000
Other Financing Sources								
42	Interest Income	4,637	3,500	1,137	10,184	7,000	3,184	42,000
43	Unrealized Gain / Loss on Investments	(75)	0	(75)	(143)	0	(143)	0
44	Total Other Financing Sources	4,562	3,500	1,062	10,041	7,000	3,041	42,000
45	Total Change in Net Position	\$ 36,343	\$ (15,915)	\$ 52,258	\$ (81,486)	\$ (215,126)	\$ 133,640	\$ (321,459)

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 8/31/2020	Year To Date 8/31/2020
Cash Flows from Operating Activities		
Payments received from parking customers	\$ 273,078	\$ 500,205
Cash received from commercial property renters	9,040	15,653
Cash received from grants	-	-
Payments to suppliers for goods and services	(66,962)	(379,249)
Payments to employees for services	(32,207)	(30,705)
Payments to LFUCG	(2,006)	(4,185)
	<u>180,943</u>	<u>101,719</u>
Net Cash Provided by Operating Activities	180,943	101,719
Cash Flows from Capital and Related Financing Activities		
Payments on note payable	(34,493)	(69,093)
Purchases of capital assets	(117,194)	(254,291)
	<u>(151,687)</u>	<u>(323,384)</u>
Net Cash Used in Capital and Related Financing Activities	(151,687)	(323,384)
Cash Flows From Investing Activities		
Purchase of certificates of deposits	102,208	181,919
Income earned on restricted cash and cash equivalents	24,251	29,730
	<u>126,459</u>	<u>211,649</u>
Net Cash Used in Investing Activities	126,459	211,649
Net Increase (Decrease) in Cash and Cash Equivalents	155,715	(10,016)
Cash and Cash Equivalents, Beginning of Period	856,508	1,022,239
	<u>856,508</u>	<u>1,022,239</u>
Cash and Cash Equivalents, End of Period	\$ 1,012,223	\$ 1,012,223
	<u>\$ 1,012,223</u>	<u>\$ 1,012,223</u>
Reconciliation of Change in Net Position to Net Cash Provided by Operating Activities		
Change in net position	\$ 36,343	\$ (81,486)
Adjustments to Reconcile Change in Net Position to Net Cash Provided by Operating Activities:		
Depreciation and amortization	62,444	124,887
(Gain) on disposal of assets	-	-
Interest on certificates of deposit	(24,251)	(29,730)
Change in Assets and Liabilities:		
Accounts receivable	7,793	(3,579)
Accounts payable and accrued liabilities	98,614	93,227
Security deposits	-	(1,600)
Compensated absences	-	-
	<u>7,793</u>	<u>(3,579)</u>
Net Cash Provided by Operating Activities	\$ 180,943	\$ 101,719
	<u>\$ 180,943</u>	<u>\$ 101,719</u>

No assurance is provided on these financial statements.

Lexington & Fayette County Parking Authority Management Report Capital Expenditures

Substantially All Disclosures Omitted

	FYTD 08/31/20 <small>Actual</small>	Year Ending 06/30/20 <small>Actual</small>	Year To Date 08/31/20 <small>Capital Expenditures</small>	FYTD 06/30/21 <small>FY21 CapEx Budget</small>
Capital Assets				
Land	7,585,094	7,585,094	0	0
Buildings and improvements	12,777,195	12,773,257	3,938	2,254,224
Equipment and furniture	2,278,902	2,278,903	0	24,000
Construction in progress	574,246	323,892	250,353	0
Computer software	10,850	10,850	0	0
Total Capital Assets	23,226,287	22,971,996	254,291	2,278,224

Garage Updates

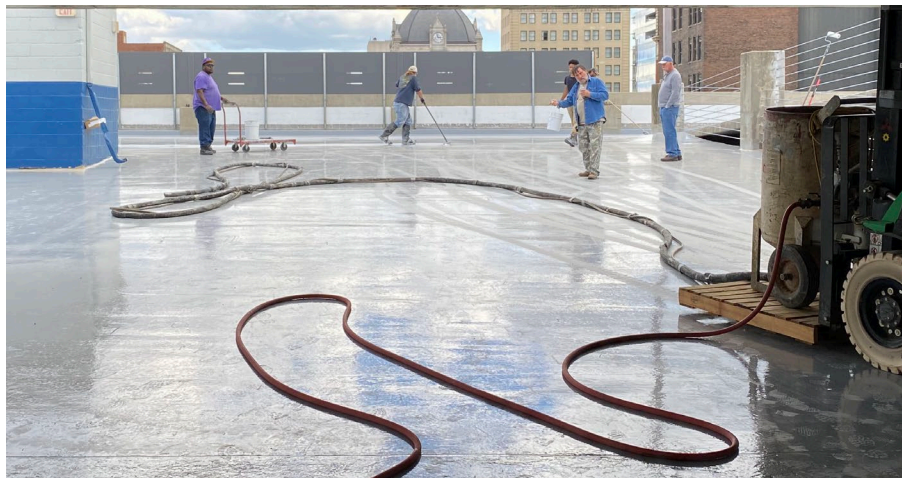
Helix Garage:

- The garage lighting system was programmed with a green scheme in remembrance of KY COVID-19 victims.
- The garage lighting system was programmed with a red scheme for #wemakeevents, a campaign for awareness of COVID's impact on the event industry.
- The garage lighting system was programmed with a red, white, and blue scheme in remembrance of 9/11.
- The garage lighting system was programmed with a purple scheme for Chiari Malformation Awareness.

Victorian Square Garage:

Jarboe Construction is nearing completion on the façade enhancement project:

- Installation of the stainless-steel façade panels is complete.
- Installation of the LED lighting fixtures is complete.
- Installation of the Live Wall system is complete.
- Planting is complete in the LiveWall system.
- LPA and LEXPARK staff participated in a video conference call with Robby Jordan from James Greenroofs for training on the LiveWall irrigation system and to discuss the care of the plantings over the winter season.
- LPA reached out to the KU contact (Daryl Smith) provided by Jamie Schrader to discuss the proposed \$45K cost estimate associated with allowing the sign installation along the Short Street façade. Mr. Smith requested an email providing a brief description of the project and our involvement as a city agency. Mr. Smith was unable to persuade KU corporate management to consider any sort of cost savings measures. He did provide a link to apply for a grant to help offset the cost, but unfortunately that would delay installation until next year's grant cycle. It appears relocating the sign to the Broadway façade is the only remaining option. LPA reached out to Pohl Rosa Pohl to discuss any additional associated costs and Walker electric provided a quote of \$4,500 to make the required changes.
- The LED lights associated with the sign arrived and were found to be incorrectly measured at the factory. Vincent Lighting Systems has reordered the lights and they are scheduled to ship from China on October 15th. Although this pushes the timeline, Image360 is prepared for installation as soon as the lights arrive.
- Vincent Lighting Systems has committed a team to commission the lighting system at the end of October and to have the system on for Breeder's Cup.
- Volunteer Restoration began work on the application of a new waterproof traffic coating. The application process started with the removal of the existing coating from the roof level. The new coating will be applied on each level of the garage over the coming weeks. Traffic bearing coatings provide protection from road salts and other solvents related to vehicular traffic and are an important step in the protection of the concrete parking deck.



General Garage Notes:

- Everclear Enterprises completed the beam repairs at the Transit Center Garage. The total cost of the project was \$279,875.
- Local artist Ciara LeRoy completed work on a mural along the Short Street façade of the Victorian Square Garage in support of Black Lives Matter.



- LPA continues to work with the LEXPARK staff and REEF Parking to explore cost savings initiatives and create maintenance projects in the garages during this economic slowdown.