

December 12, 2019 Board Meeting Agenda



- | | | |
|-------|---|----------|
| I. | Call to Order/Welcome of Guests | Frazier |
| II. | Approval of Minutes of November 2019 LPA Board Meeting
<i>Board Action Required</i> | Frazier |
| III. | Update on ED Activities
A. Executive Director Reports
B. Operational Reports | Means |
| IV. | Present LPA and LEX PARK October 2019 Financial Reports
and Schrader Commercial Reports
<i>Board Action Required</i> | Means |
| V. | Approve July 2019 through September 2019 Financial Reports
<i>Board Action Required</i> | Means |
| VI. | Approve Amended Budget
<i>Board Action Required</i> | Means |
| VII. | Advisory Board | Means |
| VIII. | Credit Card Processing Services RFP Update | Means |
| IX. | Approve 2020 Board Meeting Calendar
<i>Board Action Required</i> | Means |
| X. | Off-Street (Garages)
A. Update on LEX PARK Office Expansion
B. Broadway Shoppes
C. Garage Updates | Trammell |
| XI. | Comments
Comments from Commissioners/Advisory Committee Members | Frazier |
| XII. | Closed Session per KRS 61.810 | Frazier |

Next Meeting: TBA

Lexington & Fayette County Parking Authority

Board Meeting Minutes
November 14, 2019

Called to order: 10:00 a.m. by Kenton Ball, Vice-Chair

Location: 162 East Main Street, Lexington KY 40507

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

Executive Director: Gary Means

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

LFCPA Advisory Board: Steve Kelly
Terry Sweeney

Guests: Maurice Hunter, Lanier
Mark Doering, Lanier
Chris Goodson, Lanier
Justin Hubbard, DDAF
Nicole Lawson, Lanier
Charles Stephenson, Lanier
Steven Taff, Lanier

Item 1 – Call to Order:

Vice-Chair Kenton Ball noted the attendance of the members; hence quorum was reached, and he called the meeting to order.

Item 2 – Approval of October 2019 Minutes

Ms. Vertuca makes a motion to approve the minutes as amended. 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 October 2019 Executive Director report. LPA received an award from the Lexington Environmental Commission for the stormwater project at The Helix.

B. Operational Reports

Mr. Means presents the October 2019 operations reports. The value of citations and value of citations paid were up over the prior month. On-Street monthly permit revenues were higher due to prepaids. Voids continue to fall within acceptable measures. The average daily transactions at garages are increasing.



Lexington & Fayette County Parking Authority
859-233-PARK (7275)
www.lexpark.org



C. Update on Distillery District Conversations

Mr. Means gives a brief overview of parking issues in the Distillery District. Discussions with Mr. McNeese will continue as needed.

Item 4 – July 2019 Financial Reports

Mr. Means presents the September 2019 draft financials. On-Street revenues are at or exceeding budget for the month. Off-Street revenues are behind budget for the month and year. Mr. Means highlights the interest income line and informs the Commissioners that a budget was not added to this account. An amended budget will be presented at the December board meeting.

Item 5 – Holiday Party

Mr. Means informs the Commissioners of the annual holiday lunch, taking place after the December Board Meeting.

Item 6 – Hearing Board

Mr. O'Mara makes a motion to approve the slate of hearing board officers. Ms. Vertuca seconds. The vote was unanimous, and the motion carried.

Item 7 – Credit Card Processing RFP

Mr. Means reports that the committee will make a final decision in the coming days.

Item 8 – On-Street

A. Motorized Scooter Update

Mr. Means reports that scooters have arrived and so far, LPA has not written any citations.

Item 9 – Off-Street

A. Update on LEXPARK Office Expansion

Mr. Means reports that he intends to meet with Lanier corporate staff to finalize the proposed floorplan for the new space.

B. Broadway Shoppes – Leasing Update

There are now three tenants in the Broadway Shoppes, Savane, Spotz, and Creatures of Whim. The remainder of the space is occupied by LEXPARK.

C. Victorian Square Garage Façade Enhancements

Mr. Trammell presents a set of options from Pohl Rosa Pohl. After discussion and with a request that LPA staff review all invoices paid by Pohl Rosa Pohl, Mr. O'Mara makes a motion to approve Option A. Ms. Vertuca seconds. The vote was unanimous, and the motion carried.

D. Garage Updates

Mr. Trammell presents the garage updates. Structural repair work to the beam in Transit Center has begun.

Mr. Masterman makes a motion to enter closed session per KRS61.810. Ms. Vertuca seconds.

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

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



Lexington & Fayette County Parking Authority
859-233-PARK (7275)
www.lexpark.org





December 3, 2019
**Lexington & Fayette County
 Parking Authority
 Executive Directors Report
 November 2019**



Accomplishments

- Presented the completed version of the IPMI Accessible Parking Coalition's new guide to addressing disabled placard abuse and other parking issues, which highlights the program that Lexington put into place a few years ago called "where not to park" to the Mayors Commission for Citizens with Disabilities
- After the fit up of Broadway Shop #126 was successfully completed, Creatures of Whim moved from 124 to 126 by November 1st as planned and in time for the Holiday Season
- Received LPA board approval to adopt the 2020 slate of Hearing Board Officers
- Received LPA board approval on the updated and final design elements and projected costs for the Victorian Square Garage Safety & Façade Enhancements project to be completed by October 15th, 2020
- Ed Trammell, Mark Doering and I attended the annual T2Connect Conference and user group where we are further educated on the use of their systems that we use here with **LEXPARK** operations
- Spoke to the South Hill Neighborhood Association regarding options for the Residential Parking Permit Program (RPPP)
- Published 2 separate press releases with details of our Food for Fines program
- Was interviewed by WKYT Ch27 regarding our Food for Fines program
- Worked with our local LFUCG Gov't TV to produce a segment on our Food for Fines program
- Was interviewed by WTVQ Ch36 regarding our Food for Fines program
- Was interviewed by Karyn Czar of WUKY regarding our Food for Fines program

Meetings with LFUCG/LFCPA staff

- Ed, Mark Doering (**LEXPARK** GM) and I met to plan what sessions we would each attend at the upcoming T2Connect conference/user group
- Attended and presented at the Mayors Commission for Citizens with Disabilities
- Met with Heather Lyons from the Mayor's office regarding some logistics with large downtown events
- Kara, Ed and I met to review the Credit Card Merchant Services RFP and to go over upcoming Holiday Schedules
- Attended the November LPA board meeting
- Board meeting follow up breakfast with LPA staff

- Ed and I met with LEXPARK managers to plan a workday where we will clean and organize the very large storage room at the Transit Center Garage
- Held regular weekly meetings for On-Street and Garage operations with Lanier (REEF) Parking (LEXPARK) staff

Meetings with External Individuals/Groups

- Phone call with Garage PARCS supplier/vendor
- Attended a webinar with LFUCG's software vendor for tracking the personal mobility devices (scooters) called POPULUS
- Catch up lunch with Terry Sweeney from the Downtown Lexington Partnership (DLP)
- Phone call with PayByPhone regarding our use of meter and location numbers and how it can be reconfigured to benefit our use
- Met with Distillery District developer Barry McNeese to discuss parking & pedestrian challenges there
- Phone call with another area Garage PARCS supplier/vendor
- Met with new membership and development coordinator at DLP
- Kara and I attended an online meeting with Zipie (our marketing partner) for the monthly activities and results meeting
- Coffee meeting with our real estate attorney regarding potential mixed-use development including parking, to review potential documents
- Spoke to the South Hill Neighborhood Association regarding options for the Residential Parking Permit Program (RPPP)
- Ed and I attended another check in conference call with a couple executives from our Garage PARCS provider Scheidt & Bachmann
- Attended T2Connect Conference in Tucson Arizona, where I stepped down from my position on their Customer Advisory Board (CAB) and Ed Trammell was placed on that board
- Ed and I both attended a CAB meeting at the T2Connect Conference
- Participated in an IPMI Executive Committee phone call
- Was interviewed by WKYT Ch27 regarding our Food for Fines program
- Worked with our local LFUCG Gov't TV to produce a segment on our Food for Fines program
- Was interviewed by WTVQ Ch36 regarding our Food for Fines program
- Ed and I met with Clive Pohl to discuss updates on the Victorian Square façade design work and pricing
- Was interviewed by Karyn Czar of WUKY regarding our Food for Fines program

Future Goals and Planned Activities

- Continue working on transitioning the Transit Center garage from a gated to gateless facility with enforcement and space count sign integrations
- Continue working on recommendations from the Kimley-Horn Operations and Best Practices Audit

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

LFCPA and LEXPARK Key Performance Indicators

User-Input variable cells.

CUSTOMER SUPPORT, PUBLIC OUTREACH and SERVICE PROVISION

1	Unique Visitors to Website	
2	LEXPARK Walk-In Customers	
3	LEXPARK Telephone Inquiries (Total)	
4	Reporting Inoperative Meters	
5	LUKE	
6	IPS	
7	POM	
8	Enforcement Complaint	
9	Other Inquiry including payments/ just payments	
10	Pay by Phone questions or issues	
11	After 5 Parking questions	
12	Wrong Way Parking	
13	Garages	
14	TOTAL CONTACTS	
15	Business Association Meetings Attended	
16	Neighborhood Association Meetings Attended	
17	Number of Merchants Visited	
18	Number of Institutional and/or Public Official Meetings	
19	Number of Parking Customers Contacted (Intercept surveys, survey document responses) (Analyst)	
20	Parking Meter In-Service Rates (% of time)	
21	Single-Space Meters Multi-Space Meters	
22	Average Response Time to Address Meter Complaint (Hours)	
23	Single-Space Meters (POM)	
24	Single-Space Meters (IPS)	
25	Multi-Space Meters (LUKE)	
26	Number of Citation Appeal Hearings Number of Citations Dismissed or Reduced to Warning	
27	Number of Requested Citation Administrative Appeals	
28	Number of Citations Administratively Dismissed or Reduced to Warning	

PARKING MANAGEMENT EFFECTIVENESS

29	Number of Parking Activity Surveys Conducted (TOTAL)	
30	Parking Occupancy and Availability	
31	Parking Turnover	
32	Downtown Meter Turnover Rate	
33	Parking Vacancy Rate in Neighborhoods	
34	Meter Occupancy Rate by Survey	
35	Paid Legal Meter Occupancy Rate by Meter Revenue	
36	Safety Zone Violation Rate	
37	Loading Zone Violation Rate	

PARKING OPERATIONS EFFICIENCY

38	Number of Parking Violation Surveys Conducted	
39	Violation Capture Rate (Meters & RPP)	
40	Total Net Patrol Hours	
41	Average Net Patrol Hours per Officer	
42	Number of Letters Mailed	
43	Total Amount Due from Top 20 Scofflaws	
44	Parking Ticket Collection Rate (1-year running average)	

Totals for underlying cells.

Note Jan-19 Feb-19 Mar-19 Apr-19 May-19 Jun-19 Jul-19 Aug-19 Sep-19 Oct-19 Nov-19 Dec-19 Standard TOTAL AVERAGE Percent of CY 2019

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Standard	TOTAL	AVERAGE	Percent of Total	CY 2019 AVERAGE
1	2,433	2,611	2,819	3,158	3,431	2,886	2,727	3,449	3,493	3,508	4,200			34,715	3,155.9	N/A	2,460.1
2	670	661	652	648	640	636	642	651	647	651	647			7145	649.5	N/A	582.8
3	1960	1939	1884	1878	1859	1844	1832	1818	1794	1846	1811			20465	1860	100%	2016
4	125	122	127	121	123	137	136	134	128	128	188			1542	140	8%	166
5	40	37	25	21	18	17	22	24	14	11	15			244	22	1%	49
6	45	44	40	39	35	33	31	27	20	20	16			350	32	1.7%	66
7	27	20	14	10	7	10	11	12	12	10	10			143	13	1%	52
8	0	0	0	0	0	0	0	0	0	0	0			0	0	0.0%	0
9	650	659	636	639	640	620	616	608	617	609	596			6890	626	34%	613
10	89	84	77	75	71	64	55	51	46	41	35			688	63	3%	91
11	0	0	0	0	0	0	0	0	0	0	0			0	0	0%	0
12	9	6	3	4	2	3	4	3	2	2	3			44	4	0%	20
13	975	967	962	969	963	960	957	959	955	951	946			10564	960.4	52%	959.5
14	34	27	32	31	25	21	16	23	25	20	21			275	25.0	100%	26.3
15	15	16	20	15	15	8	8	15	14	9	11			146	13.3	53%	14.2
16	0	0	3	3	0	0	0	0	0	0	1			10	0.9	4%	1.3
17	3	2	4	1	6	6	1	2	2	2	2			32	2.9	12%	2.7
18	16	9	5	12	4	5	7	6	8	8	7			87	7.9	32%	8.2
19	1	0	0	1	3	0	1	0	0	0	1			10	0.9	N/A	1.3
20	99.8%	99.0%	99.9%	99.9%	99.7%	99.7%	99.1%	99.8%	99.7%	99.7%	99.8%			N/A	99.6%	N/A	99.8%
21	99.9%	99.9%	99.9%	99.9%	99.8%	99.9%	99.9%	99.9%	99.9%	99.9%	99.9%			N/A	99.9%	N/A	99.9%
22	1.79	5.21	1.35	2	1.49	1.44	8.45	1.55	2.39	1.57	1.37			N/A	2.6	N/A	2.1
23	1.93	8.65	1.45	1.39	3.4	2.47	8.64	2.29	3.33	2.9	2.36			N/A	3.5	N/A	2.6
24	1.32	1.71	1.19	1.57	4.13	1.44	2.9	2.28	2.51	6.05	2.2			N/A	2.5	N/A	1.6
25	31	19	21	21	49	35	19	15	46	34	35			325	29.5	100%	28.8
26	12	11	7	5	12	19	8	10	8	8	13			113	10.3	35%	13.3
27	223	147	193	230	235	191	177	240	226	222	217			2301	209.2	100%	166.3
28	113	74	83	110	110	96	103	101	106	96	109			1101	100.1	48%	82.8
29	47	47	47	47	47	47	47	47	47	47	47			517	47.0	100%	47.0
30	46	46	46	46	46	46	46	46	46	46	46			506	46.0	98%	46.0
31	1	1	1	1	1	1	1	1	1	1	1			11	1.0	2%	1.0
32	201%	177%	200%	217%	228%	215%	189%	191%	207%	178%	221%			N/A	202.2%	N/A	210.8%
33	61%	54%	49%	58%	69%	72%	56%	68%	62%	58%	65%			N/A	61.1%	N/A	62.3%
34	47%	51%	51%	37%	41%	38%	45%	50%	48%	50%	48.4%			N/A	46.3%	N/A	48.4%
35	46.0%	46.1%	47.1%	50.5%	36.4%	36.9%	35.0%	38.1%	45.8%	45.1%	40.1%			N/A	42.5%	N/A	44.6%
36	9.4%	7.7%	7.5%	6.6%	6.5%	5.70%	7.0%	2.6%	6.6%	6.5%	6.7%			N/A	6.6%	N/A	7.2%
37	2.0%	2.4%	1.2%	1.7%	1.5%	1.2%	1.3%	1.5%	2.3%	1.1%	1.9%			N/A	1.6%	N/A	2.0%
38	30	30	30	30	30	30	30	30	30	30	30			330	30.0	100%	30.0
39	53%	29%	30%	44%	28%	36%	27%	10%	27%	17%	34%			N/A	30%	N/A	33%
40	835	708	714	870	874	721	734	905	794	913	829			8,897	809	N/A	769
41	119	118	143	140	146	120	147	151	132	152	138			N/A	137	N/A	133
42	2,591	2,271	2,181	2,961	3,610	2,760	2,888	2,212	3,317	7,160	2,500			34,451	3,132	N/A	3,002
43	\$5,005	\$9,540	\$9,460	\$9,505	\$9,980	\$10,105	\$9,955	\$10,145	\$10,255	\$10,325	\$10,855			N/A	\$9,557	N/A	\$9,676
44	77.47%	77.12%	76.10%	76.29%	75.38%	76.74%	76.88%	77.50%	78.43%	78.55%	77.97%			N/A	77.1%	N/A	80.1%



ON STREET BY THE NUMBERS Calendar

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Calendar AVG	FY '19 AVG	FY '18 AVG	FY '17 AVG
1 Violations Cited	3,899	3,276	3,987	4,448	4,477	3,237	3,434	4,165	3,663	4,309	4,127		3,911	3,829	3,320	3,587
2 Actual Citations (exc voids & warnings)	3,571	3,061	3,712	4,177	4,195	3,041	3,243	3,808	3,506	4,095	3,877		3,662	3,526	3,040	3,312
3 Value of Actual Citations	\$ 89,185	\$ 75,470	\$ 91,920	\$ 101,160	\$ 103,255	\$ 71,865	\$ 78,335	\$ 90,405	\$ 86,095	\$ 97,855	\$ 89,945		\$ 88,681	\$ 88,698	\$ 85,601	\$ 74,589
4 Citations Paid	2,842	2,456	2,817	3,041	3,362	2,654	2,522	2,760	2,763	3,095	2,696		2,819	2,687	2,504	2,499
5 Percentage of Citations Paid	79.50%	80.20%	75.90%	72.80%	80.17%	87.30%	77.80%	72.50%	78.81%	75.60%	69.50%		77.28%	76.74%	80.28%	76.00%
6 Value of Citations Paid	\$ 80,986	\$ 72,021	\$ 81,374	\$ 84,798	\$ 97,459	\$ 75,996	\$ 71,101	\$ 76,720	\$ 80,911	\$ 89,090	\$ 74,869		\$ 80,484	\$ 76,608	\$ 70,919	\$ 65,630
7 Warnings Issued	291	176	249	229	216	155	141	316	121	165	211		206	247	195	362
8 Voids	37	50	30	48	68	43	55	50	42	57	41		47	51	74	74
9 Citation Void Percentage	1.1%	1.5%	0.8%	1.0%	1.5%	1.3%	1.6%	1.2%	1.1%	1.3%	0.9%		1.2%	1.4%	2.3%	1.9%
10 Meter Revenue Collected	\$ 85,365	\$ 81,525	\$ 112,790	\$ 126,423	\$ 97,849	\$ 86,272	\$ 94,297	\$ 101,821	\$ 111,701	\$ 121,716	\$ 100,008		\$ 101,797	\$ 92,456	\$ 88,777	\$ 82,470
11 Avg Meter Rev Collected per Work Day	\$ 4,065	\$ 4,291	\$ 5,371	\$ 5,747	\$ 4,448	\$ 4,314	\$ 4,286	\$ 4,628	\$ 5,585	\$ 5,292	\$ 5,556		\$ 4,871	\$ 4,228	\$ 4,121	\$ 3,982
12 RPP's Sold	45	26	34	9	18	44	710	734	119	89	26		169	167	2,136	1,739
13 Value of RPP Permits	\$ 450	\$ 260	\$ 340	\$ 90	\$ 180	\$ 440	\$ 7,100	\$ 7,340	\$ 1,190	\$ 890	\$ 260		\$ 1,685	\$ 1,673	\$ 1,436	\$ 1,449
14 Monthly Permit Revenue	\$ 8,038	\$ 6,023	\$ 7,025	\$ 7,050	\$ 5,738	\$ 6,950	\$ 5,864	\$ 7,154	\$ 6,673	\$ 8,228	\$ 4,987		\$ 6,702	\$ 6,117	\$ 6,150	\$ 5,741
15 Value of Bagged Meters	\$ 8,378	\$ 10,725	\$ 7,085	\$ 16,899	\$ 15,542	\$ 8,540	\$ 7,023	\$ 4,573	\$ 4,545	\$ 6,140	\$ 2,775		\$ 8,384	\$ 10,460	\$ 11,426	\$ 2,795
16 New Meters Added or Removed	-	-	-	-	8	(1)	-	-	(2)	(5)	8		1	1	0	4
17 Single Space Meters	867	838	834	834	832	832	810	770	752	751	759		807	875	946	901
18 Multi-Space Meters	43	44	44	44	45	45	48	55	58	58	62		50	41	37	35
19 Metered Space Count	1,269	1,269	1,265	1,265	1,273	1,272	1,273	1,267	1,265	1,260	1,268		1,268	1,271	1,272	1,173
20 Vehicles Booted	41	41	39	44	45	30	28	50	19	49	37		38	39	42	37
21 Booting Fees	\$ 3,060	\$ 2,970	\$ 2,970	\$ 3,240	\$ 4,555	\$ 2,610	\$ 2,070	\$ 2,970	\$ 1,890	\$ 2,160	\$ 1,590		\$ 2,735	\$ 3,064	\$ 3,221	\$ 3,303
22 Total Revenue Collected	\$ 186,277	\$ 173,523	\$ 211,584	\$ 238,500	\$ 221,323	\$ 180,808	\$ 187,454	\$ 200,578	\$ 206,910	\$ 228,223	\$ 184,489		\$ 201,788	\$ 190,376	\$ 181,929	\$ 161,388



LEXPARK VOID SUMMARY

Voided Citations By Officer

FY'20		Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	CAL YTD
Issuing Officer														
1	2013	-	-	1	-	1	2	4	1	5	-	-	-	14
2	2065	-	1	-	-	-	-	-	-	-	-	-	-	1
3	2081	10	4	5	4	4	4	7	7	-	6	3	-	54
4	2082	7	15	5	4	1	1	2	4	8	7	3	-	57
5	2098	-	-	-	2	-	-	1	1	1	-	-	-	5
6	2115	-	1	-	-	-	-	-	-	-	-	-	-	1
7	2117	-	-	-	-	-	-	-	-	-	1	-	-	1
8	2119	4	8	7	6	3	4	7	5	7	4	-	-	55
9	2120	7	13	4	14	2	12	10	6	6	7	9	-	90
10	2122	5	2	-	1	-	-	-	1	-	-	-	-	9
11	2124	-	1	-	-	-	-	-	-	-	-	-	-	1
12	2125	4	4	6	6	2	1	-	1	-	1	-	-	25
13	2130	-	1	-	-	-	-	-	-	-	-	-	-	1
14	2131	-	-	2	-	1	-	9	3	-	2	1	-	18
15	2132	-	-	-	-	3	-	-	-	-	-	-	-	3
16	2133	-	-	-	11	51	19	15	13	10	17	13	-	149
17	2137	-	-	-	-	-	-	-	8	5	7	1	-	21
18	2138	-	-	-	-	-	-	-	-	-	5	11	-	
19	% Voids	0.95%	1.53%	0.75%	1.08%	1.52%	1.33%	1.60%	1.20%	1.15%	1.32%	0.73%		1.17%
20	Total	37	50	30	48	68	43	55	50	42	57	30	-	505
21	Total Citations	3,899	3,275	3,987	4,449	4,477	3,237	3,434	4,165	3,663	4,309	4,127	-	43,022

Voided Citations Summary By Reason

FY'20		Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	CAL YTD
Void Type														
22	Administrative	5	21	5	6	13	3	18	8	6	7	6	-	98
23	Ambiguous Mrkg /Missing Sign	-	-	-	-	-	-	-	-	-	-	-	-	-
24	Customer Walk Up	3	1	-	-	-	2	2	-	1	-	1	-	10
25	Duplicate	-	6	-	1	2	2	6	7	9	3	4	-	40
26	Meter Malfunction	2	-	1	-	-	-	-	4	2	1	1	-	11
27	Pay By Phone	18	16	15	23	16	13	18	12	9	23	10	-	173
28	Officer Error	7	3	9	17	36	20	7	16	13	23	16	-	167
29	Test	-	2	-	-	-	-	2	-	-	-	-	-	4
30	Visitor	1	-	-	-	1	1	-	-	-	-	1	-	4
31	Printer Error	-	1	-	-	-	1	1	-	-	-	-	-	3
32	Paid Other Luke	1	-	-	1	-	1	1	-	1	-	2	-	7
33	Void By Client Directive	-	-	-	-	-	-	-	3	1	-	-	-	4
34	Total	37	50	30	48	68	43	55	50	42	57	41	-	521



Citations Aging Report

Five-Year Report Ending December 1, 2019

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

TOTALS

Count	2,166	1,345	1,030	771	1,643	4,368	7,909	7,722	8,823	987	36,764
Dollar Amt	\$67,440.00	\$52,670.00	\$42,050.00	\$31,315.00	\$67,150.00	\$187,139.52	\$351,276.00	\$293,525.86	\$344,314.50	\$36,890.00	\$1,473,770.88



Citations Aging Report

Five-Year Report Ending November 1, 2019

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

TOTALS

Count	2,035	1,208	849	830	1,703	4,156	7,921	7,729	9,047	937	36,415
Dollar Amt	\$64,010.00	\$49,629.00	\$34,545.00	\$33,485.00	\$70,570.00	\$178,789.52	\$348,770.52	\$293,764.84	\$352,531.00	\$36,260.00	\$1,462,354.88



OFF STREET BY THE NUMBERS Calendar 2019

MONTHLY CARD HOLDERS BILLED	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	CAL YTD AVG	FV '20 AVG	FV '19 AVG
	1 Victorian Square	387	387	386	376	387	383	383	382	388	389	381		384	385
2 Transit Center	1,120	1,092	1,096	1,097	1,089	1,087	1,079	1,061	1,062	1,065	1,067		1,083	1,067	1,107
3 Courthouse	226	223	225	224	224	221	224	241	242	243	245		231	239	224
4 Helix	382	385	385	376	410	405	400	396	395	394	387		392	394	384
5 TOTAL	2,115	2,087	2,092	2,073	2,110	2,096	2,086	2,080	2,087	2,091	2,080		2,091	2,085	2,093

TOTAL AVAILABLE FOR MONTHLY	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	CAL YTD AVG	FV '20 AVG	FV '19 AVG
6 Victorian Square (384)	-	-	-	-	-	-	-	-	-	-	4		0	1	-
7 Transit Center (777)	-	-	-	-	-	-	-	-	-	-	-		-	-	4
8 Courthouse (518)	20	-	-	-	-	-	-	-	-	-	-		2	-	15
9 Helix (389)	-	-	-	-	-	-	-	-	-	-	7		1	1	4
10 TOTAL (2068)	20	-	-	-	-	-	-	-	-	-	11		3	2	23

SPECIAL EVENTS WORKED - VS	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	CAL YTD AVG	FV '20 AVG	FV '19 AVG
11 SPECIAL EVENTS WORKED - VS	12	12	17	13	7	2	3	5	6	8	11		9	7	9

VALIDATIONS SOLD - ALL GARAGES	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	CAL YTD AVG	FV '20 AVG	FV '19 AVG
12 VALIDATIONS SOLD - ALL GARAGES	938	815	1,705	971	1,070	1,429	1,134	2,044	3,056	1,737	2,268		1,561	2,048	1,533

AVERAGE DAILY TRANSACTIONS	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	CAL YTD AVG	FV '20 AVG	FV '19 AVG
13 Victorian Square	218	272	266	278	343	309	333	264	255	261	261		278	275	293
14 Transit Center	13	21	17	17	22	19	17	11	14	15	13		16	14	50
15 Courthouse	195	211	220	286	261	177	235	169	177	215	190		212	197	215
16 Helix	467	469	513	617	550	426	605	383	419	442	368		478	443	479
17 TOTAL	893	973	1,016	1,198	1,176	931	1,190	827	865	932	832		985	929	1,037

AVERAGE LENGTH OF STAY - HOURS	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	CAL YTD AVG	FV '20 AVG	FV '19 AVG
18 Victorian Square	2.6	2.7	2.6	2.6	2.4	2.4	2.8	2.0	2.2	2.7	3.2		2.6	2.6	2.4
19 Transit Center	3.7	3.6	4.0	3.8	3.8	3.6	3.5	2.7	2.8	2.8	3.0		3.4	2.9	3.8
20 Courthouse	2.0	2.0	2.3	2.0	1.8	2.0	2.4	1.9	1.9	2.1	2.1		2.0	2.1	2.0
21 Helix	1.6	1.7	1.6	1.4	1.4	2.1	2.3	1.1	1.1	1.3	1.7		1.6	1.5	1.6
22 TOTAL	2.5	2.5	2.6	2.5	2.4	2.5	2.8	1.9	2.0	2.2	2.5		2.4	2.3	2.5

AVERAGE TRANSACTION AMOUNT	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	CAL YTD AVG	FV '20 AVG	FV '19 AVG
23 Victorian Square	\$ 6.04	\$ 6.13	\$ 6.14	\$ 5.08	\$ 4.30	\$ 4.05	\$ 3.87	\$ 4.00	\$ 4.35	\$ 5.43	\$ 6.46		\$ 5.08	\$ 4.82	\$ 5.12
24 Transit Center	\$ 4.85	\$ 5.02	\$ 5.15	\$ 5.18	\$ 5.05	\$ 4.92	\$ 4.98	\$ 5.16	\$ 5.08	\$ 4.99	\$ 5.39		\$ 5.07	\$ 5.12	\$ 7.33
25 Courthouse	\$ 4.03	\$ 4.37	\$ 4.22	\$ 3.97	\$ 3.78	\$ 3.81	\$ 3.99	\$ 3.81	\$ 3.71	\$ 4.14	\$ 4.33		\$ 4.01	\$ 4.00	\$ 4.10
26 Helix	\$ 2.94	\$ 3.23	\$ 3.24	\$ 2.74	\$ 2.80	\$ 2.48	\$ 2.23	\$ 2.16	\$ 2.17	\$ 2.61	\$ 3.73		\$ 2.76	\$ 2.58	\$ 2.99
27 TOTAL	\$ 4.47	\$ 4.69	\$ 4.69	\$ 4.24	\$ 3.98	\$ 3.82	\$ 3.77	\$ 3.78	\$ 3.83	\$ 4.29	\$ 4.98		\$ 4.23	\$ 4.13	\$ 4.89

Aged Balances - 6177-56 Courthouse Garage

Ending Balances as of 12/3/2019

Account	Current	30 Days	60 Days	90 Days	Total Due	
96173 DEPT OF ADVOCACY	\$1,680.00	\$520.00	\$0.00	\$0.00	\$2,200.00	WILL CONTACT
Report Totals	\$1,680.00	\$520.00	\$0.00	\$0.00	\$2,200.00	

Aged Balances - 6177-55 Helix Garage

Ending Balances as of 12/3/2019

Account	Current	30 Days	60 Days	90 Days	Total Due	
96262 JACKSON KELLY PLLC	\$720.00	\$720.00	\$0.00	\$0.00	\$1,440.00	WILL CONTACT
Report Totals	\$720.00	\$720.00	\$0.00	\$0.00	\$1,440.00	

Aged Balances - 6177-53 Transit Center Garage

Ending Balances as of 12/3/2019

Account	Current	30 Days	60 Days	90 Days	Total Due	
56302 KENTUCKY UTILITIES	\$11,750.00	\$10,495.00	\$0.00	\$0.00	\$22,245.00	CHECK WAS MAILED
95474 U S PROBATION	\$120.00	\$120.00	\$120.00	\$0.00	\$360.00	HAVE EMAILED
Report Totals	\$11,870.00	\$10,615.00	\$120.00	\$0.00	\$22,605.00	

Aged Balances - 6177-54 Victoria Square Garage

Ending Balances as of 12/3/2019

Account	Current	30 Days	60 Days	90 Days	Total Due	
56347 MURRAY GUARD INC	\$0.00	\$0.00	\$0.00	\$270.00	\$270.00	CLOSED ACCT, CONTACTED
Report Totals	\$0.00	\$0.00	\$0.00	\$270.00	\$270.00	

Lexington & Fayette County Parking Authority
Statement of Net Position

Substantially All Disclosures Omitted

	As Of 10/31/2019	As Of 10/31/2018	Variance 10/31/2019
Assets			
Current Assets			
Cash	\$ 1,880,825	\$ 1,689,687	\$ 191,138
Cash-Change Fund	7,102	12,099	(4,997)
Accounts Receivable	36,410	29,118	7,292
Prepaid Expenses	184,723	157,578	27,146
Restricted Cash & Cash Equivalents			
Investments-BB&T-Restricted Cash	3,500,000	3,500,000	0
Investments-BB&T-Garage Maintenance Reserve	1,026,526	942,697	83,827
Investments-BB&T-Unrealized G/L	2,841	(848)	3,689
Investments-BB&T-Accrued Interest	45,045	0	45,046
Total Restricted Cash & Equivalents	<u>4,574,412</u>	<u>4,441,849</u>	<u>132,562</u>
Total Current Assets	<u>6,683,472</u>	<u>6,330,331</u>	<u>353,141</u>
Non-Current Assets			
Capital Assets			
Land	7,585,094	7,585,095	0
Parking Facilities & Improvements	12,144,374	10,794,871	1,349,502
Equipment & Furniture	2,187,505	2,022,206	165,298
Construction In Progress	181,774	117,418	64,356
Computer Software	10,850	10,850	0
Total Capital Assets	<u>22,109,597</u>	<u>20,530,440</u>	<u>1,579,156</u>
Less: Accumulated Depreciation	<u>(4,124,062)</u>	<u>(3,438,128)</u>	<u>(685,932)</u>
Total Capital Assets, Net of Accumulated Depreciation	<u>17,985,535</u>	<u>17,092,312</u>	<u>893,224</u>
Total Non-Current Assets	<u>17,985,535</u>	<u>17,092,312</u>	<u>893,224</u>
Total Assets	<u>\$ 24,669,008</u>	<u>\$ 23,422,643</u>	<u>\$ 1,246,365</u>
Liabilities and Net Assets			
Current Liabilities			
Accounts Payable and Accrued Liabilities	\$ 239,240	\$ 207,044	\$ 32,196
Compensated Absences	9,230	12,467	(3,237)
Deposits Payable	4,695	4,509	186
Note Payable	405,060	401,094	3,965
Deferred Revenue	28,275	0	28,275
Total Current Liabilities	<u>686,500</u>	<u>625,114</u>	<u>61,385</u>
Non-Current Liabilities			
Note Payable	2,726,610	3,100,978	(374,366)
Compensated Absences	9,230	12,466	(3,237)
Deposits Payable	2,200	3,038	(837)
Total Non-Current Liabilities	<u>2,738,040</u>	<u>3,116,482</u>	<u>(378,440)</u>
Total Liabilities	<u>3,424,540</u>	<u>3,741,596</u>	<u>(317,055)</u>
Net Position			
Capital Assets Net of Debt	14,809,478	13,590,240	1,219,238
Restricted-Garage Maintenance Reserve	1,074,412	943,516	130,895
Restricted-Capital Asset Mgmt Program	3,500,000	3,500,000	0
Unrestricted	1,860,578	1,647,291	213,287
Total Net Position	<u>21,244,468</u>	<u>19,681,047</u>	<u>1,563,420</u>
Total Liabilities and Net Assets	<u>\$ 24,669,008</u>	<u>\$ 23,422,643</u>	<u>\$ 1,246,365</u>

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 <u>10/31/2019</u>	Year To Date <u>10/31/2019</u>
Cash Flows from Operating Activities		
Cash received from parking customers	\$ 422,654	\$ 1,593,673
Cash received from commercial property renters	3,365	12,958
Cash received from other sources (interest / misc)	8,916	43,501
Cash payments to suppliers for goods and services	(223,871)	(1,467,556)
Cash payments to employees for services	2,585	(75,934)
Cash payments of related party payables to LFUCG	(2,018)	(7,578)
Net Cash Provided by Operating Activities	<u>211,631</u>	<u>99,064</u>
Cash Flows from Noncapital Financing Activities		
Cash payments on Note Payable	(34,047)	(135,440)
Net Cash Used in Noncapital Financing Activities	<u>(34,047)</u>	<u>(135,440)</u>
Cash Flows from Capital and Investing Activities		
Net Changes in Restricted Investments	36,104	9,108
Purchases of Capital Assets	(70,202)	(235,091)
Funds received from grants	-	7,260
Net Changes in Capital and Investing Activities	<u>(34,098)</u>	<u>(218,723)</u>
Net Increase (Decrease) in Cash and Cash Equivalents	143,486	(255,099)
Cash and Cash Equivalents, Beginning of Period	1,744,441	2,143,026
Cash and Cash Equivalents, End of Period	<u>\$ 1,887,927</u>	<u>\$ 1,887,927</u>
Reconciliation of Operating Income to Net Cash Flows		
Provided by Operating Activities		
Change in Net Position	\$ 122,728	\$ 533,160
Adjustments to Reconcile Operating Income to Net Cash		
Provided by Operating Activities:		
Unrealized losses (gains) on investments	(38)	(1,085)
Depreciation and Amortization	59,862	238,751
Loss (gain) on Disposal of Assets	-	(9,383)
Funds received from grants	-	(7,260)
Changes in Assets and Liabilities:		
Accounts Receivable	(11,711)	4,670
Prepaid Expenses	-	(184,723)
Accrued Interest	(45,045)	(45,045)
Accounts Payable and Accrued Liabilities	85,835	(430,021)
Net Cash Provided by Operating Activities	<u>\$ 211,631</u>	<u>\$ 99,064</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		Variance	FYTD		Variance	Annual Budget	
	10/31/2019		10/31/2019	10/31/2019		10/31/2019	06/30/2020	
	Actual	FYE Budget		Actual	FYE Budget		FYE Budget	
Revenue								
Revenue OnStreet								
1	Parking - Monthly Rental	\$ 14,158	\$ 8,167	\$ 5,991	\$ 49,477	\$ 32,668	\$ 16,809	\$ 98,004
2	Parking - Meter Collections	128,439	126,164	2,275	453,030	493,914	(40,884)	1,444,144
3	Parking - Fines	90,802	85,516	5,286	323,409	329,748	(6,339)	981,438
4	Total Revenue OnStreet	233,399	219,847	13,552	825,916	856,330	(30,414)	2,523,586
Revenue OffStreet								
5	Parking - Monthly Rental	113,435	112,920	515	448,990	451,680	(2,690)	1,355,400
6	Parking - Transient Rental	69,208	70,053	(845)	268,037	273,844	(5,807)	799,242
7	Parking - Event	13,113	25,400	(12,287)	28,812	45,200	(16,388)	208,500
8	Parking - Validations	5,167	4,092	1,075	16,360	15,996	364	46,686
9	Parking - Fines	60	0	60	85	0	85	0
10	Overage/Shortage/Fees	(18)	0	(18)	803	0	803	0
11	Total Revenue OffStreet	200,965	212,465	(11,500)	763,087	786,720	(23,633)	2,409,828
12	Commercial Property Rental	3,365	4,967	(1,602)	12,958	19,868	(6,910)	59,604
13	Miscellaneous Income	(24)	0	(24)	7,565	0	7,565	0
14	Total Revenue	437,705	437,279	426	1,609,526	1,662,918	(53,392)	4,993,018
Operating Expenses								
OnStreet Operating Expenses								
15	Lanier Operating Expenses	89,110	91,654	2,544	287,714	370,525	82,811	1,104,023
16	Property & Casualty Excess Insurance	0	0	0	995	1,440	445	1,440
17	Bank & Credit Card Fees	12,133	11,000	(1,133)	43,901	44,000	99	132,000
18	Total OnStreet Operating Expenses	101,243	102,654	1,411	332,610	415,965	83,355	1,237,463
OffStreet Operating Expenses								
19	Lanier Operating Expenses	93,818	84,136	(9,682)	207,081	385,990	178,909	1,112,657
20	Property & Casualty Excess Insurance	0	0	0	57,120	57,501	381	57,501
21	Bank & Credit Card Fees	4,453	4,584	131	18,440	18,336	(104)	55,008
22	Utilities	9,273	10,166	893	37,615	40,664	3,049	121,992
23	Interest Expense	5,683	6,667	984	23,479	26,667	3,188	80,000
24	Total OffStreet Operating Expenses	113,227	105,553	(7,674)	343,735	529,158	185,423	1,427,158
25	Personnel Expenses	27,866	25,872	(1,994)	113,982	103,488	(10,494)	310,464
Administrative Expenses								
26	Property & Casualty Excess Insurance	0	0	0	35,884	37,400	1,516	37,400
27	Other Professional Services	16,126	18,950	2,824	39,497	75,800	36,302	227,400
28	Rent/Lease Expenses	876	876	0	3,504	3,504	1	10,512
29	Landline Phones	397	442	45	1,588	1,768	179	5,304
30	Business Travel & Training	649	1,625	976	4,812	6,500	1,689	19,500
31	Dues Subscriptions & Publications	0	258	258	786	1,032	246	3,096
32	Office Supplies	177	583	405	1,271	2,332	1,061	6,996
33	Office Machines & Equipment	0	208	208	0	832	832	2,496
34	Office Repairs & Maintenance	33	125	93	110	500	390	1,500
35	Mileage Expense	0	33	33	0	132	132	396
36	Operating Contingency	3,500	7,500	4,000	13,500	30,000	16,500	90,000
37	Total Administrative Expenses	21,758	30,600	8,842	100,952	159,800	58,848	404,600
38	Total Operating Expenses	264,094	264,679	585	891,279	1,208,411	317,132	3,379,685
39	Change in Net Position Before Capital & Other Financing	173,611	172,600	1,011	718,247	454,507	263,740	1,613,333
Expenses For Capital Assets								
40	Depreciation & Amortization	59,861	56,601	(3,260)	238,751	226,404	(12,347)	679,214
41	Total Expenses For Capital Assets	59,861	56,601	(3,260)	238,751	226,404	(12,347)	679,214
Other Financing Sources								
42	Grants Received	0	0	0	7,260	0	7,260	0
43	Interest Income	8,940	0	8,940	35,936	0	35,937	0
44	Gain (Loss) on Disposal of Assets	0	0	0	9,383	0	9,382	0
45	Unrealized Gain / Loss on Investments	38	0	38	1,085	0	1,085	0
46	Total Other Financing Sources	8,978	0	8,978	53,664	0	53,664	0
47	Total Change in Net Position	\$ 122,728	\$ 115,999	\$ 6,729	\$ 533,160	\$ 228,103	\$ 305,057	\$ 934,119

No assurance is provided on these financial statements.

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

Substantially All Disclosures Omitted

	FYTD 10/31/2019 <small>Actual</small>	Year Ending 06/30/2019 <small>Actual</small>	Year To Date 10/31/2019 <small>Capital Expenditures</small>	FYTD 06/30/2020 <small>Annual Cap Ex Budget</small>
Capital Assets				
Land	7,585,094	7,585,094	0	0
Parking Facilities & Improvements	12,144,374	12,144,374	0	2,375,250
Equipment & Furniture	2,187,505	1,996,555	190,950	323,000
Construction In Progress	181,774	128,249	53,525	0
Computer Software	10,850	10,850	0	0
Total Capital Assets	<u>22,109,597</u>	<u>21,865,122</u>	<u>244,475</u>	<u>2,698,250</u>

No assurance is provided on these financial statements.



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



Description	Current Actual	% of Total Revenue	Current Budget	Current Variance	YTD Actual	% of Total Revenue	YTD Budget	YTD Variance	
Revenue									
1 Meter Receipts	\$ 121,716	53%	\$ 118,161	\$ 3,555	\$ 430,181	52%	\$ 461,902	\$ (31,720)	A
2 Permit Sales/Monthly Permit Sales	\$ 9,118	4%	\$ 6,800	\$ 2,318	\$ 44,437	5%	\$ 43,600	\$ 837	
3 Violation Tickets	\$ 88,641	39%	\$ 80,476	\$ 8,165	\$ 314,308	38%	\$ 309,588	\$ 4,720	
4 Bag Rental Fees	\$ 6,140	3%	\$ 8,003	\$ (1,863)	\$ 22,281	3%	\$ 32,012	\$ (9,731)	
5 Booting Fees	\$ 2,160	1%	\$ 5,040	\$ (2,880)	\$ 9,090	1%	\$ 20,160	\$ (11,070)	
6 Total Revenue	\$ 227,774		\$ 218,480	\$ 9,294	\$ 820,298		\$ 867,262	\$ (46,964)	
Expenses									
Payroll									
7 Salaries & Wages	\$ 37,681		\$ 40,605	\$ 2,924	\$ 136,505		\$ 159,691	\$ 23,186	B
8 Payroll Taxes	\$ 5,467		\$ 5,892	\$ 424	\$ 19,819		\$ 23,171	\$ 3,352	
9 Workers Comp Ins	\$ 2,355		\$ 2,538	\$ 183	\$ 8,537		\$ 9,981	\$ 1,444	
10 Liability Insurance	\$ 1,599		\$ 1,599	\$ -	\$ 6,398		\$ 6,398	\$ -	
11 Employee Health Insurance	\$ 2,366		\$ 5,070	\$ 2,704	\$ 9,379		\$ 20,280	\$ 10,901	
12 Total Payroll	\$ 49,469	22%	\$ 55,704	\$ 6,235	\$ 180,639	22%	\$ 219,521	\$ 38,883	
Field									
13 Uniforms	\$ 66		\$ -	\$ (66)	\$ 148		\$ 1,000	\$ 852	
14 Hiring/Training	\$ 312		\$ 137	\$ (175)	\$ 581		\$ 548	\$ (33)	
15 Equipment	\$ -		\$ -	\$ -	\$ 9,352		\$ -	\$ (9,352)	C
16 Vehicle Expense	\$ 1,410		\$ 1,280	\$ (130)	\$ 3,356		\$ 5,120	\$ 1,765	
17 EMS/IPS/PBP/CCS Service Fees	\$ 20,135		\$ 22,466	\$ 2,331	\$ 105,639		\$ 89,910	\$ (15,729)	D
18 Professional Services/Fees	\$ 1,254		\$ 517	\$ (737)	\$ 3,984		\$ 2,067	\$ (1,916)	
19 General Supplies	\$ 2,383		\$ 3,017	\$ 634	\$ 10,274		\$ 12,067	\$ 1,792	
20 Repairs - Maintenance	\$ 4,085		\$ 1,550	\$ (2,535)	\$ 17,095		\$ 6,200	\$ (10,895)	E
21 Total Field	\$ 29,645	13%	\$ 28,967	\$ (678)	\$ 150,429	18%	\$ 116,913	\$ (33,516)	
Office									
22 Communications/Telephones	\$ 1,923		\$ 1,391	\$ (531)	\$ 8,262		\$ 6,975	\$ (1,287)	
23 Office Supplies	\$ 22		\$ 58	\$ 36	\$ 194		\$ 388	\$ 194	
24 Printing & Design/Ticket Purchase	\$ 1,468		\$ 548	\$ (920)	\$ 10,944		\$ 2,193	\$ (8,751)	
25 Postage/Dues & Memberships	\$ 1,187		\$ 940	\$ (247)	\$ 3,233		\$ 5,356	\$ 2,122	
26 Employee Incentive	\$ -		\$ 175	\$ 175	\$ 85		\$ 700	\$ 615	
27 Total Office	\$ 4,600	2%	\$ 3,113	\$ (1,487)	\$ 22,718	3%	\$ 15,612	\$ (7,106)	
Miscellaneous									
28 Customer Refund	\$ -		\$ -	\$ -	\$ 30		\$ -	\$ (30)	
29 Base Management Fee	\$ 1,465		\$ 1,465	\$ -	\$ 5,862		\$ 5,862	\$ -	
30 Management Incentive Fee	\$ 2,560		\$ 2,319	\$ (241)	\$ 10,711		\$ 9,276	\$ (1,435)	
31 Dues & Subscriptions	\$ 552		\$ 86	\$ (467)	\$ 2,278		\$ 3,342	\$ 1,065	
32 Total Miscellaneous	\$ 4,578	2%	\$ 3,870	\$ (708)	\$ 18,881	2%	\$ 18,480	\$ (401)	
33 Total Expenses	\$ 88,291	39%	\$ 91,654	\$ 3,363	\$ 372,666	45%	\$ 370,526	\$ (2,140)	
34 Net Income (Loss)	\$ 139,482		\$ 126,826	\$ 12,656	\$ 447,632		\$ 496,736	\$ (49,105)	

Variance Notes

A Meter revenues were projected higher than actuals due to rate increase and not factoring in the level of impact from school being out of session early in the FY. This is expected to decrease over duration of FY 20.

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

C Variance due to the purchase of a T2 Cosmo machine from T2. This purchase was not originally budgeted for as a Lanier pass-through expense. **WE ARE WORKING TO HAVE THIS EXPENSE MOVED TO LEXPARK BOOKS**

D Variance due to the allocation of the large T2 warranty invoice processed each FY. This will level out in subsequent months as the year progresses. The FY 20 budget reflects the total cost of the invoice as being allocated to each of the twelve months instead of the invoice hitting all at once. This was not fixed prior to the final budget approval.

E Variance due to the higher than anticipated costs related to IPS meter repairs and battery replacements required YTD to keep the meters functioning.



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



Description	Current Actual	% of Total Revenue	Current Budget	Current Variance		YTD Actual	% of Total Revenue	YTD Budget	YTD Variance	
Revenue										
1 Monthly	\$ 137,335	61%	\$ 112,950	\$ 24,385	A	\$ 472,195	60%	\$ 451,800	\$ 20,395	A
2 Violation Tickets	\$ 60	0%	\$ 1,150	\$ (1,090)		\$ 150	0%	\$ 4,350	\$ (4,200)	
3 Transient	\$ 69,217	31%	\$ 70,053	\$ (836)		\$ 268,550	34%	\$ 273,844	\$ (5,294)	
4 Stamp/Validation	\$ 5,167	2%	\$ 4,092	\$ 1,075		\$ 16,360	2%	\$ 15,996	\$ 364	
5 Event	\$ 13,101	6%	\$ 25,400	\$ (12,299)		\$ 28,797	4%	\$ 45,200	\$ (16,403)	
6 Total Revenue	\$ 224,879		\$ 213,645	\$ 11,234		\$ 786,052		\$ 791,190	\$ (5,138)	
Expenses										
Payroll										
7 Salaries & Wages	\$ 25,233		\$ 38,717	\$ 13,484	B	\$ 107,443		\$ 152,356	\$ 44,913	B
8 Payroll Taxes	\$ 3,661		\$ 5,618	\$ 1,957		\$ 15,590		\$ 22,107	\$ 6,517	
9 Workers Comp Ins	\$ 1,577		\$ 2,420	\$ 843		\$ 6,715		\$ 9,522	\$ 2,807	
10 Liability Insurance	\$ 2,948		\$ 2,948	\$ -		\$ 11,793		\$ 11,793	\$ -	
11 Employee Health Insurance	\$ -		\$ 5,501	\$ 5,501		\$ 522		\$ 22,006	\$ 21,484	
12 Total Payroll	\$ 33,420	15%	\$ 55,205	\$ 21,785		\$ 142,063	18%	\$ 217,784	\$ 75,721	
Field										
13 Uniforms	\$ 74		\$ 400	\$ 326		\$ 126		\$ 1,600	\$ 1,474	
14 Hiring/Training	\$ 178		\$ 155	\$ (24)		\$ 618		\$ 618	\$ -	
15 Repairs - Maintenance	\$ 4,594		\$ 2,500	\$ (2,094)		\$ 5,121		\$ 32,000	\$ 26,879	C
16 Vehicle Expense	\$ 1,072		\$ 810	\$ (262)		\$ 4,213		\$ 3,240	\$ (973)	
Equipment	\$ 7,855		\$ -	\$ (7,855)		\$ 7,855		\$ -	\$ (7,855)	
17 EMS/IPS/PBP/CCS Service Fees	\$ 10,350		\$ 4,135	\$ (6,215)	D	\$ 37,970		\$ 19,964	\$ (18,006)	D
18 Professional Services/Fees	\$ 8,366		\$ 9,774	\$ 1,407		\$ 30,587		\$ 37,696	\$ 7,109	
19 Repairs - Sweeper	\$ -		\$ 207	\$ 207		\$ 1,106		\$ 1,653	\$ 547	
20 General Supplies	\$ 14,140		\$ 4,167	\$ (9,973)		\$ 23,034		\$ 16,667	\$ (6,367)	
21 Elevator Maintenance	\$ 7,554		\$ 1,667	\$ (5,887)		\$ 12,258		\$ 6,667	\$ (5,591)	
22 Pressure Washing	\$ -		\$ -	\$ -		\$ -		\$ 20,660	\$ 20,660	
23 Damages - Billable	\$ -		\$ -	\$ -		\$ 390		\$ -	\$ (390)	
24 Total Field	\$ 54,183	24%	\$ 23,814	\$ (30,369)		\$ 123,277	16%	\$ 140,765	\$ 17,488	
Office										
25 Communications	\$ 1,458		\$ 1,151	\$ (307)		\$ 4,024		\$ 6,193	\$ 2,169	
26 Office Supplies	\$ -		\$ 221	\$ 221		\$ -		\$ 854	\$ 854	
27 Printing & Design	\$ -		\$ 618	\$ 618		\$ 45		\$ 2,473	\$ 2,428	
28 Postage	\$ 1,217		\$ 292	\$ (926)		\$ 2,416		\$ 1,167	\$ (1,249)	
29 Total Office	\$ 2,675	1%	\$ 2,282	\$ (394)		\$ 6,485	1%	\$ 10,687	\$ 4,202	
Miscellaneous										
30 Customer Refund	\$ -		\$ -	\$ -		\$ 3		\$ -	\$ (3)	
31 Base Management Fee	\$ 2,701		\$ 2,701	\$ -		\$ 10,805		\$ 10,805	\$ -	
32 Dues & Subscriptions	\$ 869		\$ 342	\$ (526)		\$ 3,482		\$ 1,370	\$ (2,113)	
33 Total Miscellaneous	\$ 3,570	2%	\$ 3,044	\$ (526)		\$ 14,290	2%	\$ 12,175	\$ (2,116)	
34 Total Expenses	\$ 93,848	42%	\$ 84,344	\$ (9,504)		\$ 286,115	36%	\$ 381,411	\$ 95,296	
35 Net Income (Loss)	\$ 131,031		\$ 129,301	\$ 1,730		\$ 499,937		\$ 409,779	\$ 90,158	

Variance Notes**A**

Variance due to the quarterly monthly payments from LFUCG (42k) that are flat-lined each month on the budget resulting in temporary variances each month.

B

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

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

D Variance due to receiving several invoices from S&B from previous FY that were not received until this month from S&B.

Lexington & Fayette County Parking Authority
LPA Proposed FY20 Budget

As of Date:

12.03.19

	FY19 Actuals 06/30/2019	Annual Budget 06/30/2019	Variance 06/30/2019	Amended FY20 Annual Budget 6/30/2020	Actual/Budget FY19 / FY20 Variance 6/30/2020
OPERATING BUDGET					
Revenue					
Revenue OnStreet					
Parking - Monthly Rental	99,093	97,738	1,355	98,000	(1,093)
Parking - Meter Collections	1,238,543	1,224,748	13,795	1,444,144	205,601
Parking - Fines	940,951	880,029	60,922	981,438	40,487
Total Revenue OnStreet	2,278,587	2,202,515	76,072	2,523,582	244,995
Revenue OffStreet					
Parking - Monthly Rental	1,341,867	1,290,000	51,867	1,355,400	13,533
Parking - Transient Rental	760,009	837,262	(77,253)	799,242	39,233
Parking - Event	268,439	148,693	119,746	208,500	(59,939)
Parking - Validations	49,230	38,592	10,638	46,686	(2,544)
Parking - Fines	260				
Overage/Shortage/Fees	4,094		4,094		(4,094)
Total Revenue OffStreet	2,423,899	2,314,547	104,998	2,409,828	(9,717)
Commercial Property Revenue Net					
Commercial Property Rental	88,775	83,004	5,771	59,600	(29,175)
Total Commercial Property Revenue Net	88,775	83,004	5,771	59,600	(29,175)
Total Grants Received	0		0		0
Miscellaneous Income	1,511		1,511		(1,511)
Total Revenue	4,792,772	4,600,066	188,352	4,993,010	204,592
Operating Expenses					
OnStreet Operating Expenses					
Lanier Operating Expenses	963,051	943,238	19,813	1,104,023	140,972
Property & Casualty Excess Insurance	1,437	1,437	0	1,440	3
Bank & Credit Card Fees	134,764	111,996	22,768	132,000	(2,764)
Total OnStreet Operating Expenses	1,099,252	1,056,671	42,581	1,237,463	138,211
OffStreet Operating Expenses					
Lanier Operating Expenses	890,890	947,693	(56,803)	1,112,657	221,767
Property & Casualty Excess Insurance	57,432	57,432	0	57,500	68
Bank & Credit Card Fees	53,928	58,092	(4,164)	55,000	1,072
Utilities	113,747	132,240	(18,493)	122,000	8,253
Interest Expense	76,114	83,000	(6,886)	80,000	3,886
Total OffStreet Operating Expenses	1,192,111	1,278,457	(86,346)	1,427,157	235,046
Personnel Expenses					
Administrative Expenses					
Property & Casualty Excess Insurance	37,348	37,311	37	37,400	52
Bank & Credit Card Fees	178				(178)
Other Professional Services	74,203	227,400	(153,197)	227,400	153,197
Rent/Lease Expenses	9,228	9,204	24	10,510	1,282
Landline Phones	4,700	5,304	(604)	5,300	600
Business Travel & Training	13,830	19,200	(5,370)	19,500	5,670
Dues Subscriptions & Publications	2,738	3,096	(358)	3,100	362
Office Supplies	5,406	8,496	(3,090)	7,000	1,594
Office Machines & Equipment	2,382	2,496	(114)	2,500	118
Office Repairs & Maintenance	6,106	1,500	4,606	1,500	(4,606)
Mileage Expense	0	396	(396)	400	400
Operating Contingency	40,303	90,000	(49,697)	90,000	49,697
Total Administrative Expenses	196,422	404,403	(208,159)	404,610	208,188
Total Operating Expenses	2,775,425	3,033,231	(257,984)	3,379,690	604,265
Change in Net Position Before Depreciation	2,017,347	1,566,835	446,336	1,613,320	(399,673)
Depreciation & Amortization	667,645	646,488	21,157	679,214	11,569
Other Financing Sources					
Grants Received	133,709			108,000	
Other Non-Operating Revenue	76,000				
Interest Income	103,130				
Gain (Loss) on Disposal of Assets	6,640				
Unrealized Gain / Loss on Investments	3,424				
Total Other Financing Sources	322,903	0	0	108,000	0
Total Change in Net Position	\$ 1,672,605	\$ 920,347	\$ 425,179	\$ 1,042,106	\$ (411,242)
Capital Expenditures					
Parking Repairs & Maintenance	1,460,000	1,943,208	483,208	3,000,000	1,540,000

2020 Proposed Board Meeting Schedule

January 9th

February 13th

March 12th

April 9th

May 14th

June 11th

July 9th

August 13th

September 10th

October 15th ***

November 12th

December 10th



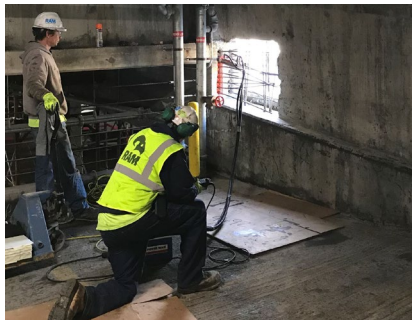
Garage Updates

Helix Garage:

- The garage lighting system was programmed with a blue and white scheme for UK football and basketball.
- The garage lighting system was programmed with a purple scheme for World Pancreatic Cancer Day.
- The garage lighting system was programmed with a red, yellow and amber scheme for Thanksgiving Day.
- The garage lighting system was programmed with a red and green scheme for the holiday tree lighting.
- The garage lighting system was programmed with a red and green scheme for the Christmas Parade.
- The garage lighting system was programmed with the standard multicolor scheme.

Transit Center Garage:

- RAM Construction Services completed the structural beam repairs on level 6W. The cost of the repair is \$74,827.



- LPA consulted with Walter P Moore regarding an additional beam on level 6E in need of repair. Walter P Moore advised the repair should be completed as soon as possible and RAM Construction is providing a cost estimate. Shoring has been installed to safely stabilize the beam until the repairs can be made.
- LPA and Walter P Moore consulted with RAM Construction regarding the locations for additional exploratory openings of the structural beam ends along the High Street side of the garage. RAM Construction will begin inspection of the beams in the coming days. Following the inspection, Walter P Moore will produce a comprehensive plan for repairs to the facility and the upcoming CAMP maintenance and repair bid package.

Victorian Square Garage:

- LPA notified Pohl Rosa Pohl, agreeing to the revised project price estimate of \$367,880 for the original façade enhancement scheme. This price includes all architect and engineer fees. LPA later met with Pohl Rosa Pohl to discuss the project, budget and deadline for completion.
- LPA has reached out to Heather Lyons, Director of Arts & Cultural Affairs with the Office of the Mayor, regarding any Knight Foundation grants that could be applied to a green wall and water reclamation project for the Victorian Square Garage.
- LPA is meeting with qualified contractors to obtain cost estimates for the expansion of the LEXPARK office. The project will entail expanding the current LEXPARK office located at 122 N. Broadway into the adjoining 124 N Broadway space. The expansion project will provide the LEXPARK operation with much needed office space, a conference room and a larger, more secure cash handling room.