

# December 13, 2018 Board Meeting Agenda



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|-------|--|---------|
| I.    | Call to Order/Welcome of Guests  | Frazier |
| II.   | Approval of Minutes of November 8, 2018 LPA Board Meeting and November 26 Specially Called Meeting Minutes<br><i>Board Action Required</i> | Frazier |
| III.  | Update on ED Activities<br>A. Executive Director Reports<br>B. Operational Reports   | Means   |
| IV.   | Present LPA and LEXPARK October 2018 Financial Reports and Schrader Commercial Reports   | Means   |
| V.    | 2019 Board Meeting Schedule  | Means   |
| VI.   | On-Street<br>A. Meter Rate Increase – Communications Strategy Update   | Means   |
| VII.  | Off-Street (Garages)<br>A. Broadway Shoppes – Leasing Update<br>B. Garage Updates<br>C. Transit Garage Gateless Project                    | Means   |
| VIII. | Comments<br>Comments from Commissioners/Advisory Committee Members   | Frazier |
| IX.   | Closed Session per KRS 61.810  | Frazier |

**Next Meeting: TBA**



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

**BOARD MEETING MINUTES**

**November 8, 2018**

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

**Location:** 140 East Main Street, Lexington KY 40507

**Voting Members:** Dee Dee Harbut  
 Wayne Masterman  
 Bill O'Mara  
 Trish Vertuca

**Executive Director:** Gary Means

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

**Advisory Board:** Steve Kelly

**Guests:** Jennifer French, Strothman  
 Chris Goodson, Lanier  
 Justin Hubbard, DDAF  
 Justin Jun, Lanier  
 Juan Lewis, Lanier  
 Bill Meyer, Strothman  
 Charles Stephenson, Lanier  
 Steven Taff, Lanier  
 Chase Wright, Strand Associates

**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 – FY 2018 Audit Presentation**

Ms. French and Mr. Meyer present the completed FY 2018 audit. Mr. O'Mara makes a motion to accept the financial statements as reported in the audit. Ms. Harbut seconds. The vote was unanimous, and the motion carried.

**Item 3 – Approval of the October 2018 Minutes**

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

#### **Item 4 – Update on ED Activities**

##### *A. Executive Director Report*

Mr. Means presents the October 2018 Executive Director Report. Customer Service Days were successful. The bid for construction of the Water Quality Grant Project was released.

##### *B. Operational Reports*

Mr. Means presents the October 2018 operations reports. The average response time for meters is down slightly but meter uptime is unaffected. Downtown turnover rate has increased over the past few months. The number of citations paid and value of citations paid both increased. Meter revenue reached \$100K in a month for the first time in LPA history. The void rate is well below industry standard. The number of transactions in the garages increased from the previous month. LPA and LEXPARK staff continue to monitor the space counts to see if more monthly rentals can be added in the garages.

#### **Item 5 – Budget Amendment**

Mr. Means presents an amendment to the FY2019 budget to account for interest expense. Ms. Vertuca makes a motion to approve the amendment. Mr. O'Mara seconds. The vote was unanimous the motion carried.

#### **Item 6 – September 2018 Financial Reports**

Mr. Means presents the September 2018 financials. Off-Street monthly parking is ahead of budget. Transient parking is below budget. Events are ahead of budget as are validations. Total revenues are \$16K ahead of budget for the month, however Grants Received does skew that number. Utilities are under budget, administrative expenses are under budget, and total operating expenses are slightly over budget. Mr. Means presents the quarterly P&L by Location report. On-Street, Victorian Square, and Courthouse Garage are the best performing locations. The Statement of Net Position shows healthy increases to reserves. Ms. Harbut makes a motion to approve the September 2018 financial statements. Ms. Vertuca seconds. The vote was unanimous, and the motion carried.

#### **Item 7 – LPA Holiday Party**

The annual LPA Holiday Party will be held immediately following the December 13 Board Meeting.

#### **Item 8 – On-Street**

##### *A. Jefferson Street Bridge Removal*

Mr. Means gives a presentation on the removal of the Jefferson Street Bridge and the resulting opportunity for metered parking spaces.

##### *B. Curb Management – City Center Site*

Mr. Wright gives a presentation on the proposed streetscape around the City Center project, including a loading zone and a pick up/drop off area. Mr. Means tells the Commissioners that LPA staff recommend approving the proposal. Ms. Vertuca makes a motion to approve the staff recommendation and accept the proposed City Center streetscape plan. Ms. Harbut seconds. The vote was unanimous, and the motion carried.

##### *C. Compact Space on Short Street*

Mr. Means presents a request to remove a compact space on Short Street. The LPA staff recommendation is to keep the space. By consensus, the Commissioners support the staff recommendation.

##### *D. Meter Rate Increase*

Mr. Means presents a clarification to the meter rate increase proposal to more clearly demonstrate the areas that will remain at the same rate and the areas that will increase. He also provides a draft press release. Mr. Ball asks that LPA staff engage a marketing professional to help craft the press release. Ms. Vertuca makes a motion to approve the rate increase as structured in the documents provided at the meeting. Mr. Masterman seconds. The vote was unanimous, and the motion carried.

**Item 9 – Off-Street***A. Broadway Shoppes*

There were no maintenance issues in the Broadway Shoppes during the month. The Gretchen Reece space has been occupied by a new business, Creatures of Whim. Mr. Means informs the Commissioners that two spaces are up for renewal in early 2019 and that each of those tenants are behind in rent and utility payments. By consensus, the Commissioners ask LPA staff to consult with Schrader Commercial regarding the lease agreements.

*B. Garage Updates*

Mr. Trammell reports that CAMP work at Victorian Square is nearly complete. There were noise complaints about the jackhammering, but RAM did acquire a variance from the Mayor's Office. The enhancements to the Victorian Square handrails required by Building Inspection will cost \$4,300, with the contractor absorbing installation costs.

*C. Transit Center Gateless Project*

Mr. Means apprises the Commissioners of the progress made on the Transit Center gate removal project. Installation is expected to be complete in early December.

Ms. Harbut makes a motion to go into closed session per KRS 61.810. Ms. Vertuca seconds. The vote was unanimous, and the motion carried.

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

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



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

**BOARD MEETING MINUTES**

**November 26, 2018**

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

**Location:** 162 East Main Street, Lexington KY 40507

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

**Executive Director:** Gary Means

**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.

Mr. Ball makes a motion to enter closed session per KRS 61.810. Ms. Harbut seconds.

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

There being no further business brought before the Board, the meeting adjourned at 11:00am.



December 5<sup>th</sup>, 2018  
**Lexington & Fayette County  
 Parking Authority  
 Executive Directors Report  
 November 2018**



### **Accomplishments**

- Radio interview with Lexington Community Radio on our Food for Fines program
- Was interviewed by GTV3 the LFUCG government TV on our Food for Fines program
- Successfully kicked off the 2018 Food for Fines program bringing in over 2,200 cans in the first six days of the campaign
- Attended the T2Connect (user group) conference and gave a presentation on IPMI's APO program and highlighted our experience, also moderated a municipal operations round table discussion
- Worked with CDP Engineers to select a general contractor for the Bid 146-2018 for the Storm Water Quality Improvement project at the Helix on Main Garage
- RAM completed the restoration work in the Victorian Square garage for this phase

### **Meetings with LFUCG/LFPCA staff**

- Phone call with Steven Taff of Lanier, working on meter mapping visuals
- Phone call with LPA Board Chair on updates of activities
- Attended the LFUCG BikePed Advisory Committee meeting
- Attended the November LPA board meeting
- Attended our bid opening for the Water Quality Grant Project at the Helix Garage
- LPA Staff breakfast and board meeting follow-up
- Held a meeting with **LEXPARK** staff to evaluate booting fees and booting options like the Barnacle or the PayLock devices
- Attended the specially called LPA board meeting
- Was interviewed by GTV3 the LFUCG government TV on our Food for Fines program
- Held regular weekly meetings for both On-Street and Garage operations with Republic Parking (**LEXPARK**) staff
- Held weekly "transition" calls with LPA, **LEXPARK** and Lanier corporate staff

### **Meetings with External Individuals/Groups**

- Phone call with sales person from ParkHub
- Along with Lanier staff, met with snow removal contractor to put plan in place
- Phone call with hand held radio rental and sales company from Nashville

- Spent 2 afternoons assisting the Parking Authority of Louisville as a selection committee member for their on-street contract RFP presentations (they will return the favor)
- Attended the DLMD November board meeting
- Radio interview with Lexington Community Radio on our Food for Fines program
- Along with Ed, Justin and Nicole attended the T2Connect (user group) conference
- Conducted a Radio interview with WVLK on our Food for Fines program while at the T2 Conference
- Ed and I conducted a restoration meeting with RAM construction and County Clerk Don Blevins on the scope and schedule of work to be performed at the Helix
- Attended a marketing and brainstorming meeting regarding mobility options with the LFUCG MPO and other transportation and mobility stakeholders
- Ed and I joined a monthly check in call with one of the executives at Scheidt & Bachmann who has taken a particular interest in our operations
- Food for Fines interview with a UK student from their UK student news
- Another Food for Fines interview with a UK student from their UK student news
- Ed and I held a conference call with Walter P Moore to discuss Mechanical repair and replacement costs
- Held a Bid Review meeting with our CDP engineers and the potential general contractor for our Water Quality grant project at the Helix
- Ed and I held a follow-up conference call with Walter P Moore to discuss Mechanical repair and replacement costs
- Attended the High Street YMCA November board meeting
- Participated in a conference call with Lanier, Vehicle Dealerships and the County Clerks office to work through the complications of vehicle registration of the new **LEXPARK** vehicles that Lanier purchased for our program
- Attended the DLP Brand Launch Party held at the 21c Hotel both DLP and DLMD board members and advisory committee members were in attendance as well as many downtown merchants and business representatives
- Had a lunch meeting with the new GM of the 21c Hotel
- Attended a webinar hosted by Smarking where the city of Aspen CO discussed how progressive parking policy aligns with mobility and retail
- Along with Kara and Ed, visited the site where our LPA Holiday gathering will be held
- Weekly project calls with SpotHero on roll out of new on-line reservation system, signage and marketing the program

### **Future Goals and Planned Activities**

- Continue working on transitioning the Transit Center garage from a gated to gateless facility
- Continue working on recommendations from the Kimley-Horn Operations and Best Practices Audit
- Work with CDP Engineers and LFUCG to implement water quality improvements at the Helix using LFUCG \$240k grant
- Continue working on 10 year “Asset Management” Plan

- 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
- Implement recommendations from Walker's 10-Year Analysis
- 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 LFCPA goals



LFCPA and LEXPARK Key Performance Indicators

User-input variable cells.

Totals for underlying cells.

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CUSTOMER SUPPORT, PUBLIC OUTREACH and SERVICE PROVISION

Note Jan-18 Feb-18 Mar-18 Apr-18 May-18 Jun-18 Jul-18 Aug-18 Sep-18 Oct-18 Nov-18 Dec-18 Standard

TOTAL AVERAGE Percent of Total CY 2017 AVERAGE

Unique Visitors to Website	2,385	2,291	2,401	2,482	2,218	2,481	2,260	3,181	2,694	2,954	2,666	28,013	2,546.6	N/A	2,538.4
LEXPARK Walk-In Customers	473	579	574	581	500	593	601	650	657	655	667	6620	601.8	N/A	554.1
LEXPARK Telephone Inquiries (Total)	1802	1850	1821	1955	1909	1907	1912	1907	1894	1893	1887	20737	1885	100%	1961
Reporting Inoperative Meters	161	174	166	186	143	139	135	133	127	133	126	1623	148	8%	14
LUKE	50	48	42	50	43	39	41	43	40	40	40	478	43	2%	5
IPS	62	86	74	77	61	58	55	50	61	59	53	696	63	3.4%	6
POM	49	40	50	59	44	42	39	40	32	32	33	460	42	2%	5
Enforcement Complaint	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	0
Other Inquiry including payments/ Just payments	558	560	551	645	655	641	653	659	661	663	659	6885	626	3.3%	60
Pay by Phone questions or issues	72	99	96	101	98	101	98	95	91	89	91	1031	94	5%	8
After 5 Parking questions	0	0	0	0	0	0	0	0	0	0	0	0	0	0%	0
Wrong Way Parking	20	30	25	32	32	29	27	24	20	17	14	270	25	1%	1
Garages	991	987	983	991	996	997	999	996	989	991	997	10917	992.5	5.3%	903.1

TOTAL CONTACTS	29	29	36	23	24	29	24	37	23	37	25	316	28.7	100%	25.1
Business Association Meetings Attended	17	15	23	15	10	21	11	15	15	21	14	177	16.1	56%	12.1
Neighborhood Association Meetings Attended	1	1	1	0	1	1	1	3	0	1	0	10	0.9	3%	1.1
Number of Merchants Visited	4	3	2	2	3	1	0	3	2	5	3	28	2.5	9%	3.1
Number of Institutional and/or Public Official Meetings	7	10	10	6	10	12	12	16	6	10	8	101	9.2	32%	9.1

Number of Parking Customers Contacted (Intercept surveys, survey document responses) (Analyst)	1	2	0	1	1	2	1	1	0	0	2	11	1.0	N/A	0.1
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Parking Meter In-Service Rates (% of time)	99.9%	99.8%	99.9%	99.8%	99.9%	99.9%	99.9%	99.8%	99.9%	99.7%	99.7%	N/A	99.8%	N/A	99.7%
Single-Space Meters	99.9%	99.9%	99.9%	99.9%	99.9%	99.9%	99.9%	99.9%	99.8%	99.9%	99.9%	N/A	99.9%	N/A	99.9%
Multi-Space Meters															

Average Response Time to Address Meter Complaint (Hours)	1.16	2.02	2.42	1.09	2.12	1.56	1.15	1.08	1.09	2.73	2.46	N/A	1.7	N/A	2.1
Single-Space Meters (POM)	2.24	2.95	1.79	2.25	1.77	1.31	2.04	2.54	2.29	2.52	3.13	N/A	2.3	N/A	4.1
Single-Space Meters (IPS)	1.29	1.15	2.47	0.99	1.27	0.74	1.03	0.9	1.77	3.18	2.33	N/A	1.6	N/A	2.1

Number of Citation Appeal Hearings	22	21	24	17	55	39	26	30	34	37	28	333	30.3	100%	25.4
Number of Citations Dismissed or Reduced to Warning	8	8	11	14	35	16	14	5	13	19	14	157	14.3	47%	10.1
Number of Requested Citation Administrative Appeals	139	122	132	218	240	224	151	306	211	206	208	2157	196.1	100%	171.1
Number of Citations Administratively Dismissed or Reduced to Warning	51	49	58	146	180	127	96	152	114	110	114	1197	108.8	55%	81.1

PARKING MANAGEMENT EFFECTIVENESS

Number of Parking Activity Surveys Conducted (TOTAL)	47	47	47	47	47	47	47	47	47	47	47	517	47.0	100%	47.1
Parking Occupancy and Availability	46	46	46	46	46	46	46	46	46	46	46	506	46.0	98%	46.1
Parking Turnover	1	1	1	1	1	1	1	1	1	1	1	11	1.0	2%	1.1
Downtown Meter Turnover Rate	219%	217%	190%	247%	212%	225%	177%	195%	213%	231%	222%	N/A	213.5%	N/A	208.3%
Parking Vacancy Rate in Neighborhoods	56%	63%	63%	62%	64%	76%	77%	67%	59%	57%	59%	N/A	63.9%	N/A	60.3%
Meter Occupancy Rate by Survey	49%	53%	55%	51%	34%	41%	42%	47%	49%	49%	43%	N/A	46.6%	N/A	48.3%
Paid Legal Meter Occupancy Rate by Meter Revenue	42.8%	52.6%	49.9%	52.7%	45.5%	40.8%	40.0%	45.0%	49.7%	50.8%	51.0%	N/A	47.3%	N/A	41.8%
Safety Zone Violation Rate	6.0%	10.5%	5.0%	6.6%	8.8%	6.90%	7.1%	13.5%	8.3%	8.6%	9.3%	N/A	8.2%	N/A	7.2%
Loading Zone Violation Rate	2.1%	2.1%	2.2%	2.3%	1.7%	2.1%	1.9%	2.1%	1.4%	1.4%	1.9%	N/A	1.9%	N/A	2.1%

PARKING OPERATIONS EFFICIENCY

Number of Parking Violation Surveys Conducted	30	30	30	30	30	30	30	30	30	30	30	330	30.0	100%	30.1
Violation Capture Rate (Meters & RPP)	31%	34%	32%	27%	35%	27%	54%	30%	36%	35%	43%	N/A	35%	N/A	36%
Total Net Patrol Hours	854	711	692	697	565	740	584	828	596	752	715	7,734	703	N/A	86
Average Net Patrol Hours per Officer	142	118	138	116	141	123	117	138	119	125	119	N/A	127	N/A	14
Number of Letters Mailed	2,957	2,936	3,014	3,352	2,853	3,015	1,629	1,676	1,585	2,308	3,057	28,382	2,580	N/A	3,116
Total Amount Due from Top 20 Scofflaws	\$9,860	\$9,850	\$10,025	\$10,240	\$9,243	\$9,435	\$9,205	\$9,335	\$9,430	\$9,360	\$9,450	N/A	\$9,585	N/A	\$9,444
Parking Ticket Collection Rate (1-year running average)	80.19%	80.27%	81.00%	80.40%	80.93%	79.77%	79.57%	78.71%	78.37%	77.41%	77.22%	N/A	79.4%	N/A	78.3%

LFCPA and LEXPARK Key Performance Indicators

User-input variable cells.

Totals for underlying cells.

9

REVENUE STREAM INTEGRITY and SECURITY

Note

Jan-18 Feb-18 Mar-18 Apr-18 May-18 Jun-18 Jul-18 Aug-18 Sep-18 Oct-18 Nov-18 Dec-18 TOTAL AVERAGE Percent of Total

**Field Inspections (with Contact)**  
 Canister Integrity  
 Maintenance  
 Collections  
 Enforcement  
 Coin Counting Observations

	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	TOTAL	AVERAGE	Percent of Total
Canister Integrity	5	6	7	5	6	7	7	6	5	7	7	4	65	5.9	100%
Maintenance	0	0	0	0	0	0	2	0	0	0	0	0	3	0.3	5%
Collections	0	0	2	1	1	1	0	2	1	1	2	0	10	0.9	15%
Enforcement	1	1	2	1	1	0	0	0	1	1	0	0	7	0.6	11%
Coin Counting Observations	2	2	0	1	2	3	2	2	1	2	2	2	19	1.7	29%
	2	3	3	2	2	3	3	2	2	2	2	2	26	2.4	40%

**Field Observations (Covert)**

Vehicle Integrity  
 Maintenance  
 Collections  
 Enforcement

	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	TOTAL	AVERAGE	Percent of Total
Vehicle Integrity	9	10	9	11	11	12	13	8	7	6	9		105	10.3	100%
Maintenance	1	2	1	2	2	2	1	1	2	1	1		16	1.5	15%
Collections	2	3	3	3	3	4	4	3	1	3	1		29	2.6	28%
Enforcement	3	1	3	2	3	2	4	2	1	1	2		24	2.2	23%
	3	4	2	4	3	4	4	2	3	3	3		36	3.3	34%

**Revenue Control Discrepancies Noted**

Seal Integrity  
 Lock Integrity  
 Canister Integrity  
 Key Integrity (e.g., not on locked ring, belt, etc.)  
 Unlocked Vehicles  
 Incomplete Coin Room Record  
 Incomplete Key Control Documentation  
 Failure to Notify of Location

	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	TOTAL	AVERAGE	Percent of Total
Seal Integrity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A
Lock Integrity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A
Canister Integrity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A
Key Integrity (e.g., not on locked ring, belt, etc.)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A
Unlocked Vehicles	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A
Incomplete Coin Room Record	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A
Incomplete Key Control Documentation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A
Failure to Notify of Location	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A

**Customer Satisfaction**

Number of Parkers Responding  
 Positive Response  
 Negative Response  
 Specific Complaints

	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	TOTAL	AVERAGE	Percent of Total
Number of Parkers Responding	1	2	0	3	1	2	2	1	1	1	0	0	13	1	N/A
Positive Response	1	1	0	1	1	0	0	1	0	0	0	0	5	0.5	N/A
Negative Response	0	1	0	1	0	2	2	0	1	0	0	0	7	1	N/A
Specific Complaints	0	1	0	1	0	0	0	0	0	0	0	0	2	0	N/A

**Revenue Tests**

Number of Single-Space Meters Planted  
 Value Planted  
 Value Recovered  
 Number of Multi-Space Meters Planted  
 Value Planted  
 Value Recovered

	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	TOTAL	AVERAGE	Percent of Total
Number of Single-Space Meters Planted	0	0	0	0	0	0	1	0	1	0	0	0	3	0.3	N/A
Value Planted							\$0.50						\$1.35	\$0.45	N/A
Value Recovered							\$0.80						\$1.65	\$	0.55
Number of Multi-Space Meters Planted	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A
Value Planted													\$0.00	N/A	N/A
Value Recovered													\$0.00	N/A	N/A

**Average Meter Payment and Average Length of Stay**

Average Meter Payment (LUKE & IPS)  
 4 Hour Meters - Average Length of Stay (in minutes)  
 2 Hour Meters - Average length of stay (in minutes)

	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	TOTAL	AVERAGE	Percent of Total
Average Meter Payment (LUKE & IPS)	\$0.96	\$0.99	\$0.99	\$1.00	\$0.89	\$0.89	\$0.88	\$0.89	\$0.97	\$1.02	\$1.03		N/A	\$0.96	N/A
4 Hour Meters - Average Length of Stay (in minutes)	126	131	131	132	125	125	125	126	130	122	117		N/A	126	N/A
2 Hour Meters - Average length of stay (in minutes)	45	44	45	44	44	44	43	44	42	44	46		N/A	44	N/A

**Credit Card Usage**

LUKE (Percent of transactions)  
 Average CC transaction  
 IPS (Percent of transactions)  
 Average CC transaction

	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	TOTAL	AVERAGE	Percent of Total
LUKE (Percent of transactions)	68.3%	73.0%	72.0%	75.0%	67.0%	66.0%	64.0%	64.0%	71.0%	67.5%	66.9%		N/A	68.6%	N/A
Average CC transaction	\$2.17	\$2.21	\$2.18	\$2.20	\$2.21	\$2.33	\$2.33	\$2.33	\$2.24	\$2.18	\$2.12		N/A	222.7%	N/A
IPS (Percent of transactions)	18.5%	18.5%	19.0%	18.6%	18.7%	17.4%	17.1%	17.9%	18.1%	18.7%	20.3%		N/A		N/A
Average CC transaction	\$1.34	\$1.31	\$1.34	\$1.33	\$1.33	\$1.33	\$1.33	\$1.32	\$1.34	\$1.36	\$1.36		N/A		N/A

**Meter Occupancy Rates by Zones**

Low 0-30% (9,12,13)  
 Medium 30-60% (1,2,3,5,6,7,10,11,14,15,16)  
 High 60% or more (4,8)

	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	TOTAL	AVERAGE	Percent of Total
Low 0-30% (9,12,13)	28%	30%	35%	28%	13%	32%	19%	20%	23%	27%	20%		N/A	25.0%	N/A
Medium 30-60% (1,2,3,5,6,7,10,11,14,15,16)	48%	55%	54%	54%	36%	38%	47%	53%	49%	50%	46%		N/A	48.2%	N/A
High 60% or more (4,8)	89%	71%	76%	66%	70%	70%	63%	67%	63%	56%	57%		N/A	68.0%	N/A

**LEXARK** On-Street By The Numbers FY18

CATEGORY	FY18												Current			
	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Ave. FY18	Ave. FY17	Ave. FY16	Ave. FY15
Number of Violations Cited	3,594	3,358	3,499	3,863	2,709	3,374	2,846	5,101	3,808	4,134	3,497	3,320	3,587	3,587	3,883	
Number of Actual Citations (excludes voids & warnings)	3,188	3,075	3,184	3,551	2,525	3,096	2,660	4,477	3,511	3,717	3,263	3,040	3,312	3,373	3,404	
Value of Actual Citations	\$68,810	\$68,235	\$77,615	\$154,905	\$75,305	\$84,085	\$70,255	\$117,485	\$91,755	\$87,460	\$86,405	85,601	\$74,589	\$75,350	\$77,587	
Number of Citations Paid	2,576	2,593	2,806	2,504	2,302	2,198	2,023	2,915	2,373	2,759	2,495	2,504	2,499	2,609	2,556	
Percentage of Citations Paid	80.80%	84.33%	88.13%	70.52%	91.17%	70.99%	76.05%	65.11%	67.59%	74.20%	76.50%	80%	76%	78%	75%	
Value of Citations Paid	\$69,195	\$70,460	\$77,415	\$74,155	\$72,137	\$61,011	\$55,895	\$78,840	\$65,099	\$77,497	\$74,206	\$70,537	\$65,630	\$68,709	\$68,744	
Number of Warnings Issued	276	226	142	244	137	209	129	548	244	251	201	195	362	190	397	
Number of Voids	100	69	81	79	54	75	59	87	49	52	49	74	74	47	81	
Percentage of Citations that were Voids	2.8%	2.1%	2.3%	2.0%	2.1%	2.4%	2.1%	1.7%	1.3%	1.3%	1.4%	2%	1.9%	1.4%	2.1%	
Meter Revenue Collected	\$87,751	\$93,972	\$95,944	\$98,948	\$93,492	\$76,299	\$75,035	\$88,357	\$88,650	\$103,487	\$90,263	\$88,777	\$82,470	\$71,729	\$81,800	
Average Meter Revenue Collected per Work Day	\$4,618	\$5,873	\$5,996	\$5,820	\$5,194	\$4,769	\$4,169	\$3,842	\$2,955	\$4,499	\$4,103	\$5,206	\$3,982	\$3,607	\$3,736	
Number of RPP's Sold	35	37	27	83	32	91	700	916	108	59	31	2,119	1,739	1,657	1,652	
Value of RPP Permits	\$350	\$370	\$270	\$830	\$320	\$910	\$7,000	\$9,160	\$1,080	\$590	\$310	\$1,436	\$1,449	\$1,381	\$2,751	
Monthly Permit Revenue	\$7,483	\$5,164	\$6,341	\$6,417	\$8,510	\$4,028	\$5,111	\$5,570	\$5,645	\$6,194	\$6,419	\$6,150	\$5,741	\$3,706	\$6,086	
Value of Bagged Meters	\$9,133	\$5,768	\$10,001	\$9,286	\$7,802	\$26,273	\$11,721	\$3,169	\$8,808	\$15,125	\$11,266	\$11,426	\$2,795	\$6,047	\$2,600	
Number of New Meters Added	0	7	0	-1	0	-2	-3	8	3	0	-1	0	4	0	1	
Number of Single Space Meters	943	950	948	947	948	946	943	955	955	889	855	946	901	870	885	
Number of Multi-space Meters	37	37	37	37	37	36	36	36	36	38	42	37	35	33	35	
Number of Metered Spaces	1269	1276	1274	1273	1274	1272	1,269	1,277	1,280	1,271	1,270	1,272	1,173	1,123	1,154	
Vehicles Booted	49	40	59	40	59	23	25	40	16	48	57	42	37	37	38	
Amount of Booting Fees	\$3,600	\$3,240	\$4,320	\$2,700	\$4,500	\$1,980	\$2,205	\$2,970	\$1,744	\$3,420	\$4,320	\$3,221	\$3,303	\$2,880	\$3,381	
<b>Total Revenue Collected</b>	<b>\$177,511</b>	<b>\$178,974</b>	<b>\$194,291</b>	<b>\$192,336</b>	<b>\$186,760</b>	<b>\$170,500</b>	<b>\$156,967</b>	<b>\$188,066</b>	<b>\$171,026</b>	<b>\$206,313</b>	<b>\$186,783</b>	<b>\$181,547</b>	<b>\$161,388</b>	<b>\$154,452</b>	<b>\$165,361</b>	

# LEXPARK VOID SUMMARY

## Voided Citations By Officer

FY'18	2018	2018	2018	2018	2018	2018	2018	2018	2018	2018	2018	2018
Issuing Officer	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2008												
2120						15						
2013			1	7	1	1	2	4	3	1	1	
2038			1									
2007												
2034												
2026			1									
2057												
2017		2										
2058		1										
2052												
2054					2							
2069												
2074		1		1				2				
2027												
2081	3	5		10	10			16	6		9	
2111	7	3										
2103	11	9	3							1		
2104	1											
2081			10			14	16			10		
2082	11	16	16	13	15	10	7	13	8	3	4	
2109	16	10	7	10	1	6	1	1			1	
2114												
2115	32	19	27	10	1					4		
2117				15		11	1	1		1		
2030				1	22							
2060												
2094	1											
2095												
2119						18	16	7	10	16	11	
2097	18	3	15	8	2			1		2		
2098				3								
2088				1								
2122							2	26	11	3	1	
2120							14	15	11	6	13	
2105												
% Voids	2.8%	2.1%	2.3%	2.0%	2.0%	2.2%	2%	1.70%	1.29%	1%	1%	
Total	100	69	81	79	54	75	59	87	49	52	40	
Total Citations	3594	3358	3499	3863	2709	3374	2660	5,101	3,808	4255	3497	

## Voided Citations Summary By Reason

FY'18	2018	2018	2018	2018	2018	2018	2018	2018	2018	2018	2018	2018
Void Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Administrative	22	14	19	14	8	7	10	22	14	18	8	
Ambiguous Mrkg /Missing Sign		2		5								
Customer Walk Up	1		2		1	1	4		3		1	
Duplicate	4	3	1	1		4	3	5	6	2	3	
Meter Malfunction	2		2				1	1	1	3	1	
Pay By Phone	43	31	35	37	32	49	28	39	19	20	24	
Officer Error	27	18	20	22	12	13	11	17	6	8	11	
Test												
Visitor			1				1					
Printer Error										1		
Paid Other Luke	1		1			1	1	3			1	
Void By Client Directive		1			1							
Total	100	69	81	79	54	75	59	87	49	52	49	



# Citations Aging Report

## Five-Year Report Ending November 1, 2018

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	2,104	1,289	1,324	908	1,308	3,708	7,972	9,389	7,811	583	36,396
Dollar Amt	\$63,078.00	\$51,840.00	\$54,891.00	\$35,620.00	\$58,195.00	\$165,429.52	\$302,448.50	\$363,621.00	\$308,286.00	\$23,840.00	\$1,427,249.02



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# Citations Aging Report

## Five-Year Report Ending December 1, 2018

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	1,820	1,314	1,135	1,242	1,652	3,518	8,030	9,059	8,125	617	36,512
Dollar Amt	\$60,995.00	\$48,829.00	\$46,450.00	\$51,896.00	\$67,995.00	\$162,985.00	\$304,242.52	\$352,244.50	\$317,351.00	\$26,225.00	\$1,439,213.02

## LEXPARK Garages By The Numbers (FY18)

CATEGORY	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	2018 AVG.	2017 AVG.
Number of Monthly Card Holders Billed - VS	365	372	377	377	376	373	372	369	371	371	371	371	373	348
Number of Monthly Card Holders Billed - TC	1,105	1,109	1,113	1,115	1,122	1,116	1,123	1,110	1,127	1,121	1,113	1,113	1,115	759
Number of Monthly Card Holders Billed - CH	252	255	248	244	247	246	247	215	211	212	229	212	248	170
Number of Monthly Card Holders Billed - HX	330	331	329	349	358	363	372	360	387	379	381	379	347	147
Number of Total Spaces - VS (384) # Available for Monthly	10	3	0	0	0	0	0	0	0	0	0	0	2	
Number of Total Spaces - TC (777) # Available for Monthly	10	5	5	5	0	5	25	20	0	0	0	0	8	
Number of Total Spaces - CH (518) # Available for Monthly	5	5	10	15	10	10	33	30	27	26	25	26	13	
Number of Total Spaces - HX (389) # Available for Monthly	5	25	25	10	5	5	25	18	0	5	0	5	14	
Number of Special Events Worked - VS	13	7	6	7	6	4	3	4	5	6	7	6	7	8
Average Daily Transaction - VS	249	295	358	378	339	392	336	338	315	292	278	292	335	330
Average Daily Transaction - TC	67	86	106	105	94	114	73	103	87	107	92	107	92	12
Average Daily Transaction - CH	188	187	221	213	214	219	195	211	207	237	207	237	205	162
Average Daily Transaction - HX	437	465	510	494	484	513	497	478	389	511	437	511	486	413
Total Daily Transactions All Garages	27,260	28,924	34,626	34,570	33,930	37,170	34,173	35,069	30,011	35,566	30,413	35,566	32,950	27,416
Average Length of Stay - VS	2.2	2.2	2.4	2.2	2.2	2.3	2.3	2.1	2.1	2.3	2.6	2.3	2.2	1.8
Average Length of Stay - TC	3.9	3.8	3.9	3.9	3.9	3.9	3.9	4.0	3.9	3.8	3.4	3.8	3.9	2.7
Average Length of Stay - CH	2.2	2.2	2.2	2.0	2.2	2.3	2.1	1.5	2.0	2.1	2.2	2.1	2.2	1.8
Average Length of Stay - HX	1.3	1.4	1.5	1.4	1.4	1.6	1.4	2.0	1.5	1.4	1.7	1.4	1.4	1.0
Number of Validations Sold All Garages	4,551	636	1,877	2,322	2,320	3,105	2,756	1,904	691	2,473	2,533	2,473	2,510	1,244
Average Transaction Amount - VS	\$4.71	\$4.80	\$4.90	\$4.52	\$4.55	\$4.58	\$4.17	\$4.42	\$4.61	\$5.20	\$5.89	\$5.20	\$4.60	\$3.32
Average Transaction Amount - TC	\$9.96	\$9.79	\$9.17	\$9.39	\$9.19	\$8.75	\$10.03	\$9.61	\$9.75	\$9.31	\$9.53	\$9.31	\$9.47	\$3.98
Average Transaction Amount - CH	\$4.59	\$4.39	\$4.43	\$4.16	\$4.54	\$4.62	\$3.63	\$4.10	\$4.18	\$4.29	\$4.49	\$4.29	\$4.34	\$3.02
Average Transaction Amount - HX	\$3.08	\$3.04	\$3.20	\$2.87	\$2.79	\$3.13	\$2.59	\$3.03	\$3.94	\$2.97	\$2.91	\$2.97	\$2.96	\$1.77

**Aged Balances - 6177-53 Transit Center Garage**

Ending Balances as of 12/2/2018

Account	Current	30 Days	60 Days	90 Days	Total Due	
95879 FLORENCE STEVE	\$65.00	\$65.00	\$0.00	\$0.00	\$130.00	Emailed
96338 SAHILL PATEL	\$65.00	\$65.00	\$0.00	\$0.00	\$130.00	Blocked Card, attempting to contact
<b>Report Totals</b>	<b>\$130.00</b>	<b>\$130.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$260.00</b>	

**Aged Balances - 6177-56 Courthouse Garage**

Ending Balances as of 12/2/2018

Account	Current	30 Days	60 Days	90 Days	Total Due	
96173 DEPT OF ADVOCACY	\$0.00	\$1,400.00	\$1,400.00	\$140.00	\$2,940.00	received checks-\$140 is left
<b>Report Totals</b>	<b>\$0.00</b>	<b>\$1,400.00</b>	<b>\$1,400.00</b>	<b>\$140.00</b>	<b>\$2,940.00</b>	

**Aged Balances - 6177-54 Victoria Square Garage**

Ending Balances as of 12/2/2018

Account	Current	30 Days	60 Days	90 Days	Total Due	
56347 MURRAY GUARD INC	\$90.00	\$90.00	\$0.00	\$0.00	\$180.00	Trying to contact
96229 FIRST LEXINGTON CO	\$360.00	\$360.00	\$0.00	\$0.00	\$720.00	Will Call
<b>Report Totals</b>	<b>\$450.00</b>	<b>\$450.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$900.00</b>	

**Aged Balances - 6177-55 Helix Garage**

Ending Balances as of 12/2/2018

Account	Current	30 Days	60 Days	90 Days	Total Due
<b>Report Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>



**Lexington & Fayette County Parking Authority**  
**Statement of Net Position**

Substantially All Disclosures Omitted

	As Of 10/31/18	As Of 10/31/17	Variance 10/31/18
<b>Assets</b>			
Current Assets			
Cash	\$ 1,689,687	\$ 2,408,720	\$ (719,033)
Cash-Change Fund	12,099	12,000	99
Accounts Receivable	29,118	26,258	2,861
Prepaid Expenses	157,578	0	157,577
Restricted Cash & Cash Equivalents			
Cash-Restricted	0	2,005,141	(2,005,141)
Cash-US Bank-Sinking Fund Reserve	0	383	(383)
Cash-US Bank-Garage Maintenance Reserve	0	429,339	(429,339)
Cash-US Bank-Debt Service Reserve	0	448,519	(448,519)
Investments-BB&T-Restricted Cash	3,500,000	0	3,500,000
Investments-BB&T-Garage Maintenance Reserve	942,697	0	942,697
Investments-Unrealized G/L-BB&T	(848)	0	(848)
Total Restricted Cash & Equivalents	<u>4,441,849</u>	<u>2,883,382</u>	<u>1,558,467</u>
Total Current Assets	<u>6,330,331</u>	<u>5,330,360</u>	<u>999,971</u>
Non-Current Assets			
Capital Assets			
Land	7,585,095	7,585,095	0
Parking Facilities & Improvements	10,794,871	10,688,235	106,636
Equipment & Furniture	2,021,006	2,028,809	(7,803)
Construction In Progress	118,618	5,170	113,448
Computer Software	10,850	10,850	0
Total Capital Assets	<u>20,530,440</u>	<u>20,318,159</u>	<u>212,281</u>
Less: Accumulated Depreciation	<u>(3,438,128)</u>	<u>(2,778,254)</u>	<u>(659,874)</u>
Total Capital Assets, Net of Accumulated Depreciation	<u>17,092,312</u>	<u>17,539,905</u>	<u>(447,593)</u>
Total Non-Current Assets	<u>17,092,312</u>	<u>17,539,905</u>	<u>(447,593)</u>
<b>Total Assets</b>	<b><u>\$ 23,422,643</u></b>	<b><u>\$ 22,870,265</u></b>	<b><u>\$ 552,378</u></b>
<b>Liabilities and Net Assets</b>			
Current Liabilities			
Accounts Payable and Accrued Liabilities	\$ 207,044	\$ 202,136	\$ 4,908
Compensated Absences	12,467	11,603	863
Deposits Payable	4,509	1,658	2,852
Note Payable	401,094	383,049	18,046
Total Current Liabilities	<u>625,114</u>	<u>598,446</u>	<u>26,669</u>
Non-Current Liabilities			
Note Payable	3,100,978	3,992,240	(891,264)
Compensated Absences	12,466	11,604	863
Deposits Payable	3,038	5,890	(2,852)
Total Non-Current Liabilities	<u>3,116,482</u>	<u>4,009,734</u>	<u>(893,253)</u>
Total Liabilities	<u>3,741,596</u>	<u>4,608,180</u>	<u>(866,584)</u>
Net Position			
Capital Assets Net of Debt	13,590,240	13,164,614	425,625
Reserve-Sinking Fund	0	383	(382)
Restricted-Capital Projects	0	5,141	(5,142)
Restricted-Debt Service	0	448,519	(448,519)
Restricted-Garage Maintenance Reserve	941,849	429,340	512,510
Restricted-Capital Asset Mgmt Program	3,500,000	2,000,000	1,500,000
Unrestricted	1,648,958	2,214,088	(565,130)
Total Net Position	<u>19,681,047</u>	<u>18,262,085</u>	<u>1,418,962</u>
<b>Total Liabilities and Net Assets</b>	<b><u>\$ 23,422,643</u></b>	<b><u>\$ 22,870,265</u></b>	<b><u>\$ 552,378</u></b>

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 10/31/2018	Year To Date 10/31/2018
<b>Cash Flows from Operating Activities</b>		
Cash received from parking customers	\$ 505,064	\$ 1,608,038
Cash received from commercial property renters	6,255	29,090
Cash received from grants	-	13,711
Cash payments to suppliers for goods and services	(361,733)	(1,021,512)
Cash payments to employees for services	(21,002)	(90,514)
Cash payments of related party payables to LFUCG	(1,680)	(6,439)
<b>Net Cash Provided by Operating Activities</b>	<b>126,904</b>	<b>532,374</b>
<b>Cash Flows from Noncapital Financing Activities</b>		
Cash payments on Note Payable	(66,496)	(165,680)
<b>Net Cash Used in Noncapital Financing Activities</b>	<b>(66,496)</b>	<b>(165,680)</b>
<b>Cash Flows from Capital and Investing Activities</b>		
Net Changes in Restricted Investments	(4,154)	(510,193)
Purchases of Capital Assets	(12,490)	(189,151)
<b>Net Changes in Capital and Investing Activities</b>	<b>(16,644)</b>	<b>(699,344)</b>
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	<b>43,764</b>	<b>(332,650)</b>
<b>Cash and Cash Equivalents, Beginning of Period</b>	<b>1,658,022</b>	<b>2,034,436</b>
<b>Cash and Cash Equivalents, End of Period</b>	<b>\$ 1,701,786</b>	<b>\$ 1,701,786</b>
<b>Reconciliation of Operating Income to Net Cash Flows</b>		
<b>Provided by Operating Activities</b>		
Change in Net Position	\$ 239,612	\$ 482,639
<b>Adjustments to Reconcile Operating Income to Net Cash</b>		
<b>Provided by Operating Activities:</b>		
Unrealized losses (gains) on investments	241	(819)
Depreciation and Amortization	55,451	220,292
<b>Changes in Assets and Liabilities:</b>		
Accounts Receivable	8,835	39,399
Prepaid Expenses	-	(157,578)
Accounts Payable and Accrued Liabilities	(177,235)	(51,559)
<b>Net Cash Provided by Operating Activities</b>	<b>\$ 126,904</b>	<b>\$ 532,374</b>

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 10/31/2018 Actual	Month End 10/31/2018 FYE Budget	Variance 10/31/2018	FYTD 10/31/2018 Actual	FYTD 10/31/2018 FYE Budget	Variance 10/31/2018	Annual Budget 6/30/2019 FYE Budget	
<b>Revenue</b>								
Revenue OnStreet								
1	Parking - Monthly Rental	\$ 10,480	\$ 6,429	\$ 4,051	\$ 44,538	\$ 40,909	\$ 3,629	\$ 97,738
2	Parking - Meter Collections	194,615	108,929	85,686	474,086	405,555	68,531	1,224,748
3	Parking - Fines	80,713	97,447	(16,734)	288,252	305,948	(17,696)	880,029
4	Total Revenue OnStreet	285,808	212,805	73,003	806,876	752,412	54,464	2,202,515
Revenue OffStreet								
5	Parking - Monthly Rental	113,335	108,000	5,335	444,722	426,000	18,722	1,290,000
6	Parking - Transient Rental	66,643	71,033	(4,390)	255,298	264,854	(9,556)	837,262
7	Parking - Event	27,877	17,807	10,070	45,491	24,036	21,455	148,693
8	Parking - Validations	2,289	2,064	225	15,331	13,449	1,882	38,592
9	Overage/Shortage/Fees	277	0	277	921	0	921	0
10	Total Revenue OffStreet	210,421	198,904	11,517	761,763	728,339	33,424	2,314,547
11	Commercial Property Rental	6,255	6,917	(662)	29,090	27,668	1,422	83,004
12	Grants Received	0	0	0	13,711	0	13,711	0
13	Miscellaneous Income	290	0	290	1,075	0	1,075	0
14	Total Revenue	502,774	418,626	84,148	1,612,515	1,508,419	104,096	4,600,066
<b>Operating Expenses</b>								
OnStreet Operating Expenses								
15	Lanier Operating Expenses	77,675	84,325	6,650	307,045	322,433	15,388	943,238
16	Property & Casualty Excess Insurance	0	0	0	1,437	1,437	0	1,437
17	Bank & Credit Card Fees	11,257	9,333	(1,924)	39,637	37,332	(2,305)	111,996
18	Total OnStreet Operating Expenses	88,932	93,658	4,726	348,119	361,202	13,083	1,056,671
OffStreet Operating Expenses								
19	Lanier Operating Expenses	62,679	77,399	14,720	241,964	312,298	70,334	947,693
20	Property & Casualty Excess Insurance	0	0	0	57,432	57,432	0	57,432
21	Bank & Credit Card Fees	4,097	4,841	744	18,026	19,364	1,338	58,092
22	Utilities	9,075	11,020	1,945	38,252	44,080	5,828	132,240
23	Interest Expense	6,405	6,917	512	26,411	27,667	1,255	83,000
24	Total OffStreet Operating Expenses	82,256	100,177	17,921	382,085	460,841	78,755	1,278,457
25	Personnel Expenses	22,153	24,475	2,321	95,546	97,900	2,355	293,700
Administrative Expenses								
26	Property & Casualty Excess Insurance	0	0	0	37,348	37,311	(37)	37,311
27	Bank & Credit Card Fees	178	0	(178)	178	0	(178)	0
28	Other Professional Services	14,987	18,950	3,964	44,268	75,800	31,532	227,400
29	Rent/Lease Expenses	759	767	8	3,037	3,068	31	9,204
30	Landline Phones	390	442	52	1,559	1,768	209	5,304
31	Business Travel & Training	1,494	1,600	106	4,860	6,400	1,540	19,200
32	Dues Subscriptions & Publications	175	258	83	819	1,032	213	3,096
33	Office Supplies	283	708	425	1,254	2,832	1,578	8,496
34	Office Machines & Equipment	0	208	208	1,414	832	(582)	2,496
35	Office Repairs & Maintenance	17	125	107	109	500	391	1,500
36	Mileage Expense	0	33	33	0	132	132	396
37	Operating Contingency	0	7,500	7,500	0	30,000	30,000	90,000
38	Total Administrative Expenses	18,283	30,591	12,308	94,846	159,675	64,829	404,403
39	Total Operating Expenses	211,624	248,901	37,276	920,596	1,079,618	159,022	3,033,231
Change in Net Position Before Capital & Other Financing								
40	Other Financing	291,150	169,725	121,424	691,919	428,801	263,118	1,566,835
<b>Expenses For Capital Assets</b>								
41	Depreciation & Amortization	55,451	53,874	(1,576)	220,292	215,496	(4,797)	646,488
42	Parking Repairs & Maintenance	0	161,934	161,934	0	647,736	647,736	1,943,208
43	Total Expenses For Capital Assets	55,451	215,808	160,358	220,292	863,232	642,939	2,589,696
<b>Other Financing Sources</b>								
44	Interest Income	4,154	0	4,153	10,193	0	10,193	0
45	Unrealized Gain / Loss on Investments	(241)	0	(240)	819	0	820	0
46	Total Other Financing Sources	3,913	0	3,913	11,012	0	11,013	0
47	<b>Total Change in Net Position</b>	<b>\$ 239,612</b>	<b>\$ (46,083)</b>	<b>\$ 285,695</b>	<b>\$ 482,639</b>	<b>\$ (434,431)</b>	<b>\$ 917,070</b>	<b>\$ (1,022,861)</b>

No assurance is provided on these financial statements.

**Lexington/ Fayette Co Parking Authority**

Balance Sheet  
October 31, 2018

ASSETS

Current Assets		
Cash - US Bank	\$	<u>11,462.91</u>
Total Current Assets		11,462.91
Property and Equipment		
Building Improvements		<u>50,060.30</u>
Total Property and Equipment		50,060.30
Other Assets		
Total Other Assets		<u>0.00</u>
Total Assets	\$	<u><u>61,523.21</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Tenant Deposits	\$	<u>1,765.63</u>
Total Current Liabilities		1,765.63
Long-Term Liabilities		
Total Long-Term Liabilities		<u>0.00</u>
Total Liabilities		1,765.63
Capital		
Beginning Balance Equity	30,139.26	
Capital Contribution, Net	(147,900.00)	
Retained Earnings	156,275.10	
Net Income	<u>21,243.22</u>	
Total Capital		<u>59,757.58</u>
Total Liabilities & Capital	\$	<u><u>61,523.21</u></u>

Lexington/ Fayette Co Parking Authority  
Income Statement  
Compared with Budget  
For the Four Months Ending October 31, 2018

21

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
<b>Revenues</b>						
Rental Income	\$ 4,642.59	\$ 6,116.00	(1,473.41)	\$ 21,461.77	\$ 24,464.00	(3,002.23)
Income - Utilities	92.16	730.00	(637.84)	1,905.94	3,630.00	(1,724.06)
Rent Late Fee	88.28	74.00	14.28	397.51	296.00	101.51
<b>Total Revenues</b>	<b>4,823.03</b>	<b>6,920.00</b>	<b>(2,096.97)</b>	<b>23,765.22</b>	<b>28,390.00</b>	<b>(4,624.78)</b>
<b>Cost of Sales</b>						
Total Cost of Sales	0.00	0.00	0.00	0.00	0.00	0.00
<b>Gross Profit</b>	<b>4,823.03</b>	<b>6,920.00</b>	<b>(2,096.97)</b>	<b>23,765.22</b>	<b>28,390.00</b>	<b>(4,624.78)</b>
<b>Expenses</b>						
Property Management Fee	500.00	500.00	0.00	2,000.00	2,000.00	0.00
Repair & Maintenance	30.00	250.00	(220.00)	522.00	1,227.00	(705.00)
<b>Total Expenses</b>	<b>530.00</b>	<b>750.00</b>	<b>(220.00)</b>	<b>2,522.00</b>	<b>3,227.00</b>	<b>(705.00)</b>
<b>Net Income</b>	<b>\$ 4,293.03</b>	<b>\$ 6,170.00</b>	<b>(1,876.97)</b>	<b>\$ 21,243.22</b>	<b>\$ 25,163.00</b>	<b>(3,919.78)</b>

For Management Purposes Only

**Lexington/ Fayette Co Parking Authority  
Cash Disbursements Journal  
For the Period From Oct 1, 2018 to Oct 31, 2018**

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

<b>Date</b>	<b>Check #</b>	<b>Account ID</b>	<b>Line Description</b>	<b>Debit Amount</b>	<b>Credit Amount</b>
10/2/18	1099	500 100	Invoice: LexPark - 1810 Schrader Commercial Properties, LLC	500.00	500.00
10/2/18	e-100218	350 100	LexPark - 1st Quarter 2019 Draw Lexington Parking Authority	10,000.00	10,000.00
10/8/18	1100	511 100	Invoice: 1674 Schrader Commercial Properties, LLC	30.00	30.00
10/17/18	1101	155 100	Invoice: 108964 Engineered Heating and Air, Inc.	9,403.00	9,403.00
	<b>Total</b>			<b>19,933.00</b>	<b>19,933.00</b>

**Lexington/ Fayette Co Parking Authority**  
**General Ledger**  
**For the Period From Oct 1, 2018 to Oct 31, 2018**

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

Account ID Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
100 Cash - US Bank	10/1/18			Beginning Balance			26,572.88
	10/1/18	101618	CRJ	Clawdaddy's	1,472.82		
	10/1/18	100118	CRJ	Clawdaddy's		73.65	
	10/2/18	e-100218	CDJ	Lexington Parking		10,000.00	
	10/2/18	1099	CDJ	Schrader Commer		500.00	
	10/8/18	1100	CDJ	Schrader Commer		30.00	
	10/12/18	101218	CRJ	Savane Silver	1,349.91		
	10/12/18	101218	CRJ	Savane Silver	89.01		
	10/16/18	101618	CRJ	Clawdaddy's	73.65		
	10/17/18	100118	CRJ	Clawdaddy's		1,472.82	
	10/17/18	1101	CDJ	Engineered Heatin		9,403.00	
	10/31/18	103118	CRJ	The Sweet Spot	1,527.05		
	10/31/18	103118	CRJ	Georgettes and Ch	1,765.63		
	10/31/18	103118	CRJ	Georgettes and Ch	88.28		
	10/31/18	103118	CRJ	Georgettes and Ch	3.15		
				Current Period Cha	6,369.50	21,479.47	-15,109.97
	<b>10/31/18</b>			<b>Ending Balance</b>			<b>11,462.91</b>
155 Building Improvement	10/1/18			Beginning Balance			40,657.30
	10/17/18	1101	CDJ	Engineered Heatin	9,403.00		
				Current Period Cha	9,403.00		9,403.00
	<b>10/31/18</b>			<b>Ending Balance</b>			<b>50,060.30</b>
231 Tenant Deposits	10/1/18			Beginning Balance			-1,765.63
	<b>10/31/18</b>			<b>Ending Balance</b>			<b>-1,765.63</b>
349 Beginning Balance Eq	10/1/18			Beginning Balance			-30,139.26
	<b>10/31/18</b>			<b>Ending Balance</b>			<b>-30,139.26</b>
350 Capital Contribution,	10/1/18			Beginning Balance			137,900.00
	10/2/18	e-100218	CDJ	Lexington Parking	10,000.00		
				Current Period Cha	10,000.00		10,000.00
	<b>10/31/18</b>			<b>Ending Balance</b>			<b>147,900.00</b>
352 Retained Earnings	10/1/18			Beginning Balance			-156,275.10
	<b>10/31/18</b>			<b>Ending Balance</b>			<b>-156,275.10</b>
400 Rental Income	10/1/18			Beginning Balance			-16,819.18
	10/1/18	101618	CRJ	Clawdaddy's - Sept		1,472.82	
	10/12/18	101218	CRJ	Savane Silver - Inv		1,349.91	
	10/17/18	100118	CRJ	Clawdaddy's - Sept	1,472.82		
	10/31/18	103118	CRJ	The Sweet Spot - I		1,527.05	
	10/31/18	103118	CRJ	Georgettes and Ch		1,765.63	
				Current Period Cha	1,472.82	6,115.41	-4,642.59
	<b>10/31/18</b>			<b>Ending Balance</b>			<b>-21,461.77</b>
401 Income - Utilities	10/1/18			Beginning Balance			-1,813.78
	10/12/18	101218	CRJ	Savane Silver - Ele		89.01	
	10/31/18	103118	CRJ	Georgettes and Ch		3.15	
				Current Period Cha		92.16	-92.16
	<b>10/31/18</b>			<b>Ending Balance</b>			<b>-1,905.94</b>

**Lexington/ Fayette Co Parking Authority  
General Ledger  
For the Period From Oct 1, 2018 to Oct 31, 2018**

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

Account ID Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
405	10/1/18			Beginning Balance			-309.23
Rent Late Fee	10/1/18	100118	CRJ	Clawdaddy's - Sept	73.65		
	10/16/18	101618	CRJ	Clawdaddy's - Sept		73.65	
	10/31/18	103118	CRJ	Georgettes and Ch		88.28	
				Current Period Cha	73.65	161.93	-88.28
	<b>10/31/18</b>			<b>Ending Balance</b>			<b>-397.51</b>
500	10/1/18			Beginning Balance			1,500.00
Property Management	10/2/18	1099	CDJ	Schrader Commer	500.00		
				Current Period Cha	500.00		500.00
	<b>10/31/18</b>			<b>Ending Balance</b>			<b>2,000.00</b>
511	10/1/18			Beginning Balance			492.00
Repair & Maintenance	10/8/18	1100	CDJ	Schrader Commer	30.00		
				Current Period Cha	30.00		30.00
	<b>10/31/18</b>			<b>Ending Balance</b>			<b>522.00</b>



**Lexington/ Fayette Co Parking Authority**  
**Account Reconciliation**  
**As of Oct 31, 2018**  
**100 - Cash - US Bank**  
**Bank Statement Date: October 31, 2018**

Filter Criteria includes: Report is printed in Detail Format.

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Beginning GL Balance	26,572.88
Add: Cash Receipts	4,823.03
Less: Cash Disbursements	(19,933.00)
Add (Less) Other	_____
Ending GL Balance	<u>11,462.91</u>
Ending Bank Balance	11,462.91
Add back deposits in transit	_____
Total deposits in transit	_____
(Less) outstanding checks	_____
Total outstanding checks	_____
Add (Less) Other	_____
Total other	_____
Unreconciled difference	<u>0.00</u>
Ending GL Balance	<u><u>11,462.91</u></u>

## LPA 2019 Proposed Meeting Schedule

January 10

February 14

March 14

April 11

May 9

June 20\*\*\*

July 11

August 8

September 12

October 17\*\*\*

November 14

December 12

**FOR IMMEDIATE RELEASE**

Dec. xx, 2018

**CONTACT:**

**Gary Means**

**Executive Director**

**Lexington Parking Authority (LPA)**

**859-233-7275**

[gmeans@lexpark.org](mailto:gmeans@lexpark.org)

## **Rates at some Lexington parking meters to increase First increase in 10 years to cost average user 25 cents**

LEXINGTON – The Lexington & Fayette County Parking Authority (LFCPA) today announced the first parking meter rate increase in 10 years for the busiest spaces in downtown.

The increase from \$1 per hour to \$1.50 per hour will take effect later in 2019 for core downtown parking spots. It will cost the average user an additional 25 cents.

The goals are two-fold:

- Increase turnover on heavily parked streets, which will provide more convenience for drivers who will be able to park closer to their destination and ensure a steady flow of customers to downtown businesses; and
- Provide additional funds required for the \$4 million in maintenance needed over the next four years.

Many of the downtown parking spaces are 80 percent to 90 percent occupied throughout the day, which makes it difficult for drivers to find spaces in the block where they want to park. Typically, consultants recommend increases around the 85 percent occupancy rate to increase turnover and make parking more convenient.

“In the last three years, we’ve had two different consultants recommend rate increases as part of an operational study,” said Gary Means, executive director of the parking authority. “We’ve done our homework, and we believe that the rate increase will create more convenient parking by opening up spaces closer to a driver’s destination. It also will provide much-needed parking revenue to make ongoing safety improvements and technology upgrades.”

Some drivers will choose to park further away to save money, which will open up spaces in the downtown area. Existing spots that only charge 50 cents per hour will not see a rate increase. Other spaces outside the urban core, such as Chevy Chase and xxx, won’t see an increase because their occupancy rates throughout the day are lower. For a map and list of streets impacted, visit [\[web link here\]](#).

Structural repairs, emergency lighting and elevators with obsolete parts are among the most critical needs for the additional funds.

The LFCPA, which maintains xx garages and xx parking meters, receives no taxpayer funding. Since 2013, it has invested \$6 million in improvements to parking garages and technology.

Cities such as Louisville and Charleston, S.C., charge \$2 per hour to park. The increase puts Lexington at the same maximum rate as Indianapolis and Kansas City.

###

Draft

## Garage Updates

### Helix Garage:

- The garage lighting system was programmed with a blue and white scheme for UK football and basketball games.
- The garage lighting system was programmed with an autumnal scheme for the Thanksgiving holiday.
- The garage lighting system was programmed with a red and green scheme for the Luminate Lexington activities.
- The garage lighting system was programmed with the standard multicolor scheme.

### Victorian Square Garage:

- RAM Construction Services continued the repair and maintenance work associated with the capital asset management plan.
- Repair work at Victorian Square Garage is nearly complete.
- LPA and Rio Grande Fencing are working with the Department of Building Inspection to complete recommended action items found during the final inspection.

### Transit Center Garage:

- RAM Construction Services began repair and maintenance work associated with the capital asset management plan.
- LPA consulted with RAM regarding occupancy and safety issues related to working in a facility as busy as the Transit Center Garage. RAM has agreed to work evening shifts to minimize disruptions for garage visitors and to help ensure spaces are available to parkers during normal business hours.

### Broadway Shoppes:

- Creatures of Whim has subleased the space at 124 North Broadway, formerly occupied by Georgettes and Chiffons. The shop is open for business and features fair trade items, clothing, gifts, home décor, handmade beauty supplies and jewelry.
- There were no maintenance issues to report.

### General Garage Notes:

- RAM Construction Services provided a quote to act as a general contractor for LPA for the MEP (mechanical, electrical and plumbing) repairs at all four LPA garages:

Helix	34,822
Victorian Square	111,208
Transit Center	164,911
<u>Courthouse</u>	<u>88,893</u>
TOTAL	\$399,834

LPA had established a budget of \$400,000 for the MEP work with the original bid posting and therefore approved the bid submitted by RAM Construction Services. Walter P Moore has drafted a selection letter to submit to RAM.

- KLC has been notified of the damage caused by the arson related vehicle fire at the Helix Garage and a claim has been opened. Walter P Moore has performed material testing in the affected area and found no structural damage to the facility. LPA is acquiring quotes for the necessary repairs and will notify KLC of the estimated total for the claim.
- LPA submitted a list of FY2019 and FY2020 garage restoration items to the AOC in late March. The restoration items are associated with the LPA capital asset management plan. In a letter to LPA received October 19<sup>th</sup>, 2018, the AOC has agreed to reimburse LPA up to \$109,809 in Fiscal Year 2019 and \$105,823 in Fiscal Year 2020 upon receipt of documentation demonstrating the actual costs associated with the approved items.
- The AOC has agreed to reimburse LPA 50% of the proposed \$10,200 cost to repair a masonry expansion joint and sealant joint associated with the masonry wall of the garage elevator tower. The joint has failed, allowing water to leak into a conference room located below.