

# May 14, 2020 Board Meeting Agenda



- |       |   |                   |
|-------|---|-------------------|
| I.    | Call to Order/Welcome of Guests   | Frazier           |
| II.   | Approval of Minutes of April 2020 LPA Board Meeting<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 March 2020 Financial Reports<br>and Schrader Commercial Reports<br><i>Board Action Required</i>                                 | Means             |
| V.    | LPA FY21 Budget Schedule<br>A. Impacts of COVID-19  | Means             |
| VI.   | On-Street<br>A. Meter Revenue Donation<br>B. Curbside Pick Up Spaces<br>C. Vehicle Immobilizations  |                   |
| VII.  | Off-Street (Garages)<br>A. PARCS RFP<br>B. Update on LEXPARK Office Expansion<br>C. Broadway Shoppes<br>D. Garage Updates<br>E. Additional CAMP Repairs | Means<br>Trammell |
| VIII. | Downtown Lexington Partnership Updates  | Sweeney           |
| IX.   | Visit Lex Updates   | Schickel          |
| X.    | Comments<br>Comments from Commissioners/Advisory Committee Members  | Frazier           |

**Next Meeting: June 11, 2020**

# Lexington & Fayette County Parking Authority

Board Meeting Minutes  
April 9, 2020

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

Location: ZOOM Webinar

Voting Members: Kenton Ball  
Dee Dee Harbut  
Trish Vertuca

Executive Director: Gary Means

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

LFCPA Advisory Board: Christine Brown  
Thomas Pettit  
Terry Sweeney

Guests: Mark Doering, Reef  
Chris Goodson, Reef  
Justin Hubbard, DDAF  
Julie Schickel, VisitLex  
Brian Scoggins, Reef  
Steven Taff, Reef

## Item 1 – Call to Order:

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

## Item 2 – Approval of March 2020 Minutes

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

## Item 3 – Update on ED Activities

### A. Executive Director Report

Mr. Means presents the March 2020 Executive Director report. Booting has been suspended, and on-street meters are free though time limits are being enforced. LPA has also created several “Curbside To-Go” spaces for downtown restaurants. These spaces have 15-minute time limits.

### B. Operational Reports

Mr. Means presents the March 2020 operations reports. Effects of the COVID-19 pandemic begin to appear in these reports. Downtown meter turnover rate could not be measured. Voids increased from the prior month – this is mostly due to a request from Mr. Means that all citations from March 13<sup>th</sup> be voided. The percentage of citations paid increased, due to a lower number of tickets written. On-street aged balances decreased from the prior month.



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The number of events worked decreased, but the ones that took place were successful. Also visible is the sharp decline in average daily transactions.

#### **Item 4 – January 2020 Financial Reports**

Mr. Means presents the February 2020 financials. He reviews the variance notes on the Reef financial reports. Payroll is under budget in both On-Street and Off-Street categories due to unfilled positions. Total revenues for February exceeded budget for the month but are under budget year to date. Total expenses are under budget for the month and year. Savings from the new credit card processor are beginning to appear. Ms. Harbut asks if Mr. Means has completed a pro-forma to project loss. Mr. Means roughly estimates losses assuming the pandemic continues through the end of the fiscal year. Ms. Vertuca makes a motion to approve the February 2020 financials. Mr. Ball seconds. The vote was unanimous, and the motion carried.

#### **Item 5 – FY21 Budget Schedule**

Mr. Means informs the Commissioners he had originally planned to have an operations budget for approval at this April meeting but given current events, that did not happen. He asks for guidance from the Commissioners on how to proceed. Ms. Vertuca advises waiting until June which will provide more information and perhaps a more valid budget.

##### *A. Response to COVID-19*

LPA has taken several measures in response to COVID-19. The top-most levels of the garages have been closed as they are not being utilized. This allows less electric consumption. The LEXPARK office is generally only using the Prius and electric vehicles and the armored car service is being reviewed. The afternoon security shift at Transit Center will now be performed by LEXPARK staff. All facilities equipped with colored lights will remain green and all stairwells and lobbies will continue to be fully lit. Mr. Ball asks if enforcement staff can be re-assigned to other projects temporarily. Mr. Means responds yes and that they are performing maintenance on meter posts and signage. They are also cleaning and organizing. Other projects are landscaping and graffiti removal, pressure washing, and painting. By consensus, the Commissioners agree that Reef must not layoff or reduce the rate of staff without first discussing it with LPA.

#### **Item 7 – Off-Street**

##### *A. PARCS RFP*

Mr. Means informs the Commissioners that the RFP is nearly complete and should be released in the coming weeks.

##### *B. Update on LEXPARK Office Expansion*

The office expansion project is nearly complete. The timing was fortuitous, as the office now has more space to stagger breaks and maintain social distancing. Mr. Frazier asks what is being done to protect LEXPARK staff. Mr. Means responds that staff are not permitted to be in company vehicles together, the office staff is working at home where possible. Mr. Stephenson ordered masks, gloves, and sanitizing wipes from the Reef company store yesterday.

##### *C. Broadway Shoppes*

Mr. Means presents a proposal to defer rent for Broadway Shoppes tenants during April, May, and June 2020. Three months will be added to the end of the lease and the deferred payments spread evenly over the remaining term. By consensus, the Commissioners agree to this approach.

##### *D. Garage Updates*

Mr. Trammell presents garage updates. Helix was programmed green for the victims of COVID-19. Elevator repairs continue at the Transit Center. Extra office space in the Transit Center is being utilized by Lextran to provide safer break areas for their staff. Façade work continues at Victorian Square. Cracks were discovered during the



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installation of the suicide prevention fence and the engineer will spec a repair. Lighting has been ordered but lead times are fluid. LPA has re-released the CAMP RFP which has been pared down to essential repairs at Transit Center. In the coming months, further CAMP work can be revisited.

#### **Item 8 – Downtown Lexington Partnership Updates**

Mr. Sweeney gives a presentation to the Commissioners. He notes that DLP is currently focused on promoting downtown businesses. Thursday Night Live is postponed through at least May 7<sup>th</sup>, and DLP is working with LFUCG on July 4<sup>th</sup> plans.

#### **Item 9 – Visit Lex Updates**

Ms. Schickel provides an update to the Commissioners. VisitLex staff are furloughed and the Visitor's Center is currently closed. VisitLex is pushing online content to locals including Zooming with a horse and the Nourish Lexington initiative.

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

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

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



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May 6<sup>th</sup>, 2020  
**Lexington & Fayette County  
 Parking Authority**  
**Executive Directors Report**  
**April 2020**



### **Accomplishments**

- Received full LPA Board approval to allow rent deferrals for our Broadway Shop tenants for the months of April, May, and June to be paid back over the remainder of their terms or extensions thereof
- As a continued response to COVID-19 maintained the curbside pickup spaces for downtown restaurants for the full month of April as well as adding some
- As a response to COVID-19 maintained FREE parking at all the LEXPARK meters with a 2-hour limit enforced for the full month of April
- As a response to COVID-19 implemented several cost savings strategies including leaving two vacant full time positions open, reducing lighting usage in the garages, reducing the use of fuel, reduced security service at under utilized times
- Successfully re-bid planned repairs for a savings of \$215,000

### **Meetings with LFUCG/LFCPA staff**

- Kara, Ed and I tested out WebEx as an option to ZOOM meetings and or Microsoft TEAMS meetings
- Planning call with Kara and Ed on how our office will respond to the COVID conditions especially in our work place
- Attended the March LPA board meeting (via ZOOM)
- LPA Vice Chair Kenton Ball scheduled a call to discuss the SBA PPA loans related to COVID and whether LPA might qualify
- Held a TEAMS meeting with LPA and LEXPARK staff as well as senior leaders from REEF regarding staffing levels, holding off on refilling an open position and would unemployment actually work out to benefit an employee given the additional \$600 weekly from the federal assistance program
- Kara, Ed and I scheduled another TEAMS meeting to catch up on projects that we are working on especially do to working from home
- Held regular weekly (TEAMS) meetings for On-Street and Garage operations with REEF Parking (LEXPARK) staff
- Held regular Bi-monthly conference calls with LPA & LEXPARK local staff and REEF corporate staff and municipal experts

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

- Phone call with parking industry vendor, Parker Technology regarding their intercom and 2-way video customer service solution

- Teleconference call with T2 Systems and LEXPARK team regarding the citation import and letter processing project we are working on for the Transit Center garage
- Attended a webinar on Micro Mobility (scooter) services in the COVID era
- Phone call with Isaiah Mouw and Steve Hernandez of REEF Muni Parking Division regarding curb management strategies
- Ed and I joined a conference call with our Architect PRP regarding some issues with the column tops at the Victorian Square garage roof top
- Ed and I held a teleconference pre-bid meeting with our Walter P Moore engineers regarding rebidding of the high priority items in this years repairs and maintenance program (CAMP)
- Justin Hubbard (DDAF) and I had a Webex call regarding the production of projections for our cash flows due to COVID
- Kara, Ed and I hosted our monthly meeting with Zipie (our marketing partner) for the monthly activities and results meeting
- Potential Development status call with attorneys from all parties on the call
- Kara and I scheduled a call with a local attorney who is an expert on the SBA PPA loans and with further discussion concluded that LPA would not qualify as we are quasi governmental, etc.
- IPMI hosted a COVID-19 Mobility Options web shop talk which I attended
- IPMI also hosted a Transportation Research on Parking, Congestion, and the Curb webinar which I attended
- Ed and I attended a teleconference with AMG payments to review statements from our 2nd full month of being on their platform
- Attended a ZOOM meeting with the IPMI Executive Committee and some staff regarding COVID-19 and converting our in-person annual conference to a “virtual” conference to be held June 1<sup>st</sup> and 2<sup>nd</sup>
- Attended a Webinar on the use of Microsofts PowerBI for Insightful Reporting at your Fingertips hosted by Dean Dorton
- Ed and I held another teleconference with our Architect PRP regarding issues with the column tops at the Victorian Square garage roof top
- Kara, Ed and I joined Cameron Sherlock from JIL Communications regarding possible upgrades to our phone system and possible savings
- Phone call with a representative from our Security (off duty Police) Service regarding improvements/enhancements
- Teleconference with our real estate attorney to review updated documents
- Kara, Ed and I joined Zipie (our marketing partner) for TEAMS meeting to discuss their ideas of boosting our image and presence on social media while supporting the local economy
- Attended a regularly scheduled IPMI Board of Directors ZOOM call
- Teleconference with a contact in the parking facility construction field to discuss various costs of parking garage design
- Another phone call with a representative from our Security (off duty Police) Service regarding improvements/enhancements
- Follow up teleconference with a Dean Dorton rep regarding the use of Microsoft PowerBI

- Attended a IPMI ZOOM meeting updating us on the recertification process for the Certified Administrator of Public Parking (CAPP) designation
- Attended a IPMI ZOOM online shop talk titled: Planning for Future Municipal On-Street Operations

### **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 Capital Asset Management Plan
- Implement recommendations from Walker's 10-Year Analysis
- Re-start process to submit the Helix on Main for the Green Garage Certification now called ParkSmart and is under the US Green Building Council
- Continue to 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.

Totals for underlying cells.

6

REVENUE STREAM INTEGRITY and SECURITY												TOTAL	AVERAGE	Percent of Total													
Note Jul-19 Aug-19 Sep-19 Oct-19 Nov-19 Dec-19 Jan-20 Feb-20 Mar-20 Apr-20 May-20 Jun-20																											
<b>Field Inspections (with Contact)</b>																											
1	Field Inspections (with Contact)	Canister Integrity	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	46	4.6	100%			
2		Maintenance Collections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0.1	2%			
3		Enforcement	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	0.8	17%			
4		Coin Counting Observations	2	2	1	1	1	2	2	0	0	0	0	0	0	0	0	0	0	0	0	11	1.1	24%			
5			2	3	2	0	1	2	2	2	2	2	2	0	0	0	0	0	0	0	0	16	1.6	35%			
6			2	1	1	1	1	2	1	1	1	0	0	0	0	0	0	0	0	0	0	10	1.0	22%			
<b>Field Observations (Covert)</b>																											
7	Field Observations (Covert)	Vehicle Integrity	9	10	8	10	10	12	7	11	9	7	8	9	1	1	1	1	1	1	1	91	9.1	100%			
8		Maintenance Collections	1	2	0	2	2	2	1	2	1	0	2	2	2	2	2	2	2	2	2	13	1.3	14%			
9		Enforcement	3	3	3	2	2	2	2	3	3	3	2	2	2	2	2	2	2	2	2	25	2.5	27%			
10			2	3	2	2	3	3	1	1	2	2	2	2	2	2	2	2	2	2	2	20	2.0	22%			
11			3	2	3	4	5	3	3	4	3	4	2	2	2	2	2	2	2	2	2	33	3.3	36%			
<b>Revenue Control Discrepancies Noted</b>																											
12	Revenue Control Discrepancies Noted	Equipment Integrity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A		
13		Incomplete Coin Room Record	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	
14		Incomplete Key Control Documentation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	
15		Failure to Notify of Location	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	
<b>Customer Satisfaction</b>																											
17	Customer Satisfaction	Number of Parkers Responding	1	0	0	0	3	1	1	0	2	0	0	0	0	0	0	0	0	0	0	7	1	N/A			
18		Positive Response	1	0	0	2	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	5	0.5	N/A			
19		Negative Response	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	2	0	N/A				
20		Specific Complaints	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	2	0	N/A				
<b>Revenue Tests</b>																											
21	Revenue Tests	Number of Single-Space Meters Planted	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A	
22		Value Planted	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00	N/A	
23		Value Recovered																								\$0.00	N/A
24		Number of Multi-Space Meters Planted	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	N/A	N/A
25		Value Planted																								N/A	N/A
26		Value Recovered																								N/A	N/A
<b>Average Meter Payment and Average Length of Stay</b>																											
27	Average Meter Payment (LUKE & IPS)		\$1.12	\$1.31	\$1.34	\$1.31	\$1.30	\$1.22	\$1.20	\$1.49	\$1.28	\$0.00										N/A	\$1.16	N/A			
28	4 Hour Meters - Average Length of Stay (in minutes)		100	100	110																	N/A	103	N/A			
29	2 Hour Meters - Average length of stay (in minutes)		40	40	40																	N/A	40	N/A			
<b>Credit Card Usage and Forms of Payment</b>																											
30	LUKE (Credit Card Percent of transactions)		56.0%	61.9%	68.0%	68.6%	70.0%	67.1%	65.5%	73.0%	70.0%	100.0%										N/A	70.0%	N/A			
31	Average CC transaction		\$2.01	\$2.58	\$2.78	\$2.66	\$2.60	\$2.48	\$2.50	\$2.65	\$2.54	\$2.05										N/A	\$2.5	N/A			
33	IPS (CC as a percent of transactions)		21.0%	23.0%	22.0%	22.0%	22.0%	21.6%	21.8%	22.9%	43.5%	0.0%										N/A	22.0%	N/A			
34	Average CC transaction		\$1.74	\$1.86	\$1.77	\$1.76	\$1.73	\$1.75	\$1.75	\$1.74	\$1.78	\$0.00										N/A	158.8%	N/A			
35	Pay by Phone (as a meter payment transaction)		10.4%	14.9%	14.9%	15.0%	16.0%	18.3%	16.7%	17.6%	0.0%	0.0%										N/A	12.4%	N/A			
<b>Meter Occupancy Rates by Zones</b>																											
36	Low 0-30% (9,12,13)		20%	27%	34%	32%	34%	41%	42%	30%	10%	5%										N/A	27.5%	N/A			
37	Medium 30-60% (1,2,3,5,6,7,10,11,14,15,16)		39%	40%	50%	48%	53%	50%	45%	53%	20%	10%										N/A	40.8%	N/A			
38	High 60% or more (4,8)		78%	88%	74%	70%	82%	78%	81%	80%	30%	20%										N/A	68.1%	N/A			
<b>Meter Occupancy Rates by Areas</b>																											
36	Downtown 1, 2, 3, 4, 5, 8, 9, 11, 12, 13,								49%	46%	20%	15%										N/A	32.5%	N/A			
37	UK Campus (6, 7, 10)								57%	71%	10%	5%										N/A	35.8%	N/A			
38	Chevy Chase (15)								38%	63%	10%	5%										N/A	29.0%	N/A			



**ON STREET BY THE NUMBERS  
FY 2020**

	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	FY 2020 AVG	FY 19 AVG	FY 18 AVG
1 Violations Cited	3,434	4,165	3,663	4,309	4,127	3,939	4,108	4,129	3,193	889			3,596	3,829	3,320
2 Actual Citations (exc voids & warnings)	3,243	3,808	3,506	4,095	3,877	3,742	3,889	3,920	2,992	823			3,390	3,526	3,040
3 Value of Actual Citations	\$ 78,335	\$ 90,405	\$ 86,095	\$ 97,855	\$ 89,945	\$ 87,075	\$ 88,480	\$ 94,230	\$ 67,685	\$ 19,515			\$ 79,962	\$ 88,698	\$ 85,601
4 Citations Paid	2,522	2,760	2,763	3,095	2,696	3,296	2,911	3,116	2,669	1,125			2,695	2,687	2,504
5 Percentage of Citations Paid	77.80%	72.50%	78.81%	75.60%	69.50%	88.10%	74.90%	79.50%	89.20%	136.70%			84.26%	76.74%	80.28%
6 Value of Citations Paid	\$ 71,101	\$ 76,720	\$ 80,911	\$ 89,090	\$ 74,869	\$ 95,092	\$ 81,500	\$ 86,396	\$ 77,210	\$ 35,352			\$ 76,824	\$ 76,608	\$ 70,919
7 Warnings Issued	141	316	121	165	211	158	161	152	103	55			158	247	195
8 Voids	55	50	42	57	41	52	67	57	109	11			54	51	74
9 Citation Void Percentage	1.6%	1.2%	1.1%	1.3%	0.9%	1.3%	1.6%	1.4%	3.4%	1.2%			1.5%	1.4%	2.3%
10 Meter Revenue Collected	\$ 94,297	\$ 101,821	\$ 111,701	\$ 121,716	\$ 100,008	\$ 97,800	\$ 96,458	\$ 108,520	\$ 69,700	\$ 68			\$ 90,209	\$ 92,456	\$ 88,777
11 Avg Meter Rev Collected per Work Day	\$ 4,286	\$ 4,628	\$ 5,585	\$ 5,292	\$ 5,556	\$ 4,890	\$ 4,593	\$ 5,712	\$ 3,168	\$ 3			\$ 4,371	\$ 4,228	\$ 4,121
12 RPP's Sold	710	734	119	89	26	33	43	26	13	11			180	167	2,136
13 Value of RPP Permits	\$ 7,100	\$ 7,340	\$ 1,190	\$ 890	\$ 260	\$ 330	\$ 430	\$ 260	\$ 130	\$ 106			\$ 1,804	\$ 1,673	\$ 1,436
14 Monthly Permit Revenue	\$ 5,864	\$ 7,154	\$ 6,673	\$ 8,228	\$ 4,987	\$ 7,593	\$ 10,026	\$ 5,129	\$ 7,664	\$ 5,857			\$ 6,917	\$ 6,117	\$ 6,150
15 Value of Bagged Meters	\$ 7,023	\$ 4,573	\$ 4,545	\$ 6,140	\$ 2,775	\$ 3,725	\$ 6,225	\$ 2,740	\$ 9,475	\$ 2,870			\$ 5,009	\$ 10,460	\$ 11,426
16 New Meters Added or Removed	-	-	(2)	(5)	8	(6)	(6)	-	-	-			(1)	1	0
17 Single Space Meters	810	770	752	751	759	686	644	644	644	644			710	875	946
18 Multi-Space Meters	48	55	58	58	62	68	71	71	71	71			63	41	37
19 Metered Space Count	1,273	1,267	1,265	1,260	1,268	1,262	1,256	1,256	1,256	1,256			1,262	1,271	1,272
20 Vehicles Booted	28	50	19	49	37	45	58	39	25	-			35	39	42
21 Booting Fees	\$ 2,070	\$ 2,970	\$ 1,890	\$ 2,160	\$ 1,590	\$ 4,590	\$ 2,660	\$ 3,540	\$ 3,525	\$ 480			\$ 2,548	\$ 3,064	\$ 3,221
22 Total Revenue Collected	\$ 187,454	\$ 200,578	\$ 206,910	\$ 228,223	\$ 184,489	\$ 209,130	\$ 197,299	\$ 206,584	\$ 167,705	\$ 44,733			\$ 183,310	\$ 190,376	\$ 181,929



## LEXPARK VOID SUMMARY

### Voided Citations By Officer

FY 2020		Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	AVERAGE
Issuing Officer														
1	2013	4	1	5	-	-	1	1	1	-	-			1
2	2065	-	-	-	-	-	-	-	-	-	-			-
3	2081	7	7	-	6	3	-	5	8	23	2			6
4	2082	2	4	8	7	3	7	3	2	9	2			5
5	2098	1	1	1	-	-	-	-	-	-	-			0
6	2115	-	-	-	-	-	-	-	-	-	-			-
7	2117	-	-	-	1	-	-	-	-	-	-			0
8	2119	7	5	7	4	-	2	-	-	-	-			3
9	2120	10	6	6	7	9	7	4	3	23	2			8
10	2122	-	1	-	-	-	-	-	-	-	-			0
11	2124	-	-	-	-	-	-	-	-	-	-			-
12	2125	-	1	-	1	-	-	-	-	-	-			0
13	2130	-	-	-	-	-	-	-	-	-	-			-
14	2131	9	3	-	2	1	7	21	9	5	-			6
15	2141	-	-	-	-	-	-	-	-	-	1			0
16	2133	15	13	10	17	13	6	16	12	21	1			12
17	2137	-	8	5	7	1	6	6	4	8	1			5
18	2138	-	-	-	5	11	9	8	13	18	2			7
19	2140	-	-	-	-	-	7	3	5	2	-			2
20	% Voids	1.60%	1.20%	1.15%	1.32%	0.99%	1.32%	1.63%	1.38%	3.41%	1.24%			1.52%
21	Total	55	50	42	57	41	52	67	57	109	11			54
22	Total Citations	3,434	4,165	3,663	4,309	4,127	3,939	4,108	4,129	3,193	889			3,596

### Voided Citations Summary By Reason

FY 2020		Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	AVERAGE
Void Type														
23	Administrative	18	8	6	7	6	18	38	21	10	1			13
24	Ambiguous Mrkg /Missing Sign	-	-	-	-	-	-	2	-	-	-			0
25	Customer Walk Up	2	-	1	-	1	-	-	-	-	1			1
26	Duplicate	6	7	9	3	4	2	3	9	4	1			5
27	Meter Malfunction	-	4	2	1	1	-	-	-	-	-			1
28	Pay By Phone	18	12	9	23	10	15	9	10	12	-			12
29	Officer Error	7	16	13	23	16	15	13	16	11	7			14
30	Test	2	-	-	-	-	-	-	-	1	1			0
31	Visitor	-	-	-	-	1	-	2	-	-	-			0
32	Printer Error	1	-	-	-	-	-	-	-	-	-			0
33	Paid Other Luke	1	-	1	-	2	-	-	-	-	-			0
34	Void By Client Directive	-	3	1	-	-	2	-	1	71*	-			1
35	TOTAL	55	50	42	57	41	52	67	57	38	11			47

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



# Citations Aging Report

## Five-Year Report Ending May 1, 2020

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

Count	474	1,208	1,142	986	1,651	4,403	8,465	7,061	8,345	994	34,729
Dollar Amt	\$15,475.00	\$46,342.00	\$46,485.00	\$39,932.00	\$66,903.00	\$184,000.00	\$364,365.52	\$293,750.86	\$320,563.50	\$38,300.00	\$1,416,116.88



# Citations Aging Report

## Five-Year Report Ending April 1, 2020

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

Count	1,573	1,347	1,065	804	1,780	4,406	8,176	7,157	8,488	1,066	35,862
Dollar Amt	\$53,357.00	\$53,695.00	\$42,779.00	\$32,195.00	\$72,330.00	\$184,460.00	\$355,695.52	\$290,395.86	\$328,668.50	\$40,061.00	\$1,453,636.88



## OFF STREET BY THE NUMBERS FY 2020

	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	FY 2020 AVG	FY 19 AVG
<b>MONTHLY CARD HOLDERS BILLED</b>														
1 Victorian Square	383	382	388	389	381	384	374	381	406	366			383	378
2 Transit Center	1,079	1,061	1,062	1,065	1,067	1,043	1,046	1,055	1,055	1,043			1,058	1,107
3 Courthouse	224	241	242	243	245	239	240	240	249	208			237	224
4 Helix	400	396	395	394	387	384	381	384	384	384			389	384
5 TOTAL	2,086	2,080	2,087	2,091	2,080	2,050	2,041	2,060	2,094	2,001			2,067	2,093
<b>TOTAL AVAILABLE FOR MONTHLY</b>														
6 Victorian Square (384)	-	-	-	-	4	15	10	8	2	42			8	-
7 Transit Center (777)	-	-	-	-	-	5	9	15	15	27			7	4
8 Courthouse (518)	-	-	-	-	-	8	2	2	2	43			6	15
9 Helix (389)	-	-	-	-	7	5	6	16	16	16			7	4
10 TOTAL (2068)	-	-	-	-	11	33	27	41	35	128			28	23
11 SPECIAL EVENTS WORKED - VS	3	5	6	8	11	10	12	18	4	-			8	9
12 VALIDATIONS SOLD - ALL GARAGES	1,134	2,044	3,056	1,737	2,268	1,174	3,114	3,963	245	-			1,874	1,533
<b>AVERAGE DAILY TRANSACTIONS</b>														
13 Victorian Square	333	264	255	261	261	252	223	236	108	14			221	293
14 Transit Center	17	11	14	15	13	14	16	26	8	-			13	50
15 Courthouse	235	169	177	215	190	173	197	204	111	22			169	215
16 Helix	605	383	419	442	368	356	408	419	225	16			364	479
17 TOTAL	1,190	827	865	932	832	795	844	885	452	52			767	1,037
<b>AVERAGE LENGTH OF STAY - HOURS</b>														
18 Victorian Square	2.8	2.0	2.2	2.7	3.2	2.8	2.1	2.5	2.1	2.0			2.4	2.4
19 Transit Center	3.5	2.7	2.8	2.8	3.0	2.7	2.9	2.7	2.7	1.7			2.7	3.8
20 Courthouse	2.4	1.9	1.9	2.1	2.1	2.0	2.1	2.3	2.3	3.3			2.2	2.0
21 Helix	2.3	1.1	1.1	1.3	1.7	1.4	1.1	1.1	1.2	1.9			1.4	1.6
22 CUMULATIVE AVERAGE	2.8	1.9	2.0	2.2	2.5	2.2	2.1	2.1	2.1	2.2			2.2	2.5
<b>AVERAGE TRANSACTION AMOUNT</b>														
23 Victorian Square	\$ 3.87	\$ 4.00	\$ 4.35	\$ 5.43	\$ 6.46	\$ 5.60	\$ 7.90	\$ 7.97	\$ 6.07	\$ 6.30			\$ 5.79	\$ 5.12
24 Transit Center	\$ 4.98	\$ 5.16	\$ 5.08	\$ 4.99	\$ 5.39	\$ 5.34	\$ 5.61	\$ 5.21	\$ 5.39	\$ 3.46			\$ 5.06	\$ 7.33
25 Courthouse	\$ 3.99	\$ 3.81	\$ 3.71	\$ 4.14	\$ 4.33	\$ 4.01	\$ 4.22	\$ 4.55	\$ 4.45	\$ 6.77			\$ 4.40	\$ 4.10
26 Helix	\$ 2.23	\$ 2.16	\$ 2.17	\$ 2.61	\$ 3.73	\$ 2.65	\$ 3.45	\$ 3.35	\$ 3.51	\$ 5.70			\$ 3.16	\$ 2.99
27 CUMULATIVE AVERAGE	\$ 3.77	\$ 3.78	\$ 3.83	\$ 4.29	\$ 4.98	\$ 4.40	\$ 5.30	\$ 5.27	\$ 4.86	\$ 5.56			\$ 4.60	\$ 4.89

**Aged Balances - 21081202 Victorian Square Garage**  
Ending Balances as of 5/1/2020

Account	Current	30 Day	60 Days	90 Days	Total Due	
56909 STURGILL TURNER BARKER	\$2,790.00	\$2,790.00	\$0.00	\$0.00	\$5,580.00	Will call
95885 BIG ECHO CREATIVE	\$270.00	\$270.00	\$0.00	\$0.00	\$540.00	Will call
95902 MOUNTJOY CHILTON MEDLEY	\$2,070.00	\$2,070.00	\$0.00	\$0.00	\$4,140.00	Will call
96229 FIRST LEXINGTON CO	\$360.00	\$360.00	\$0.00	\$0.00	\$720.00	Will call
<b>Report Totals</b>	<b>\$5,490.00</b>	<b>\$5,490.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,980.00</b>	

**Aged Balances - 21081204 Courthouse Garage**  
Ending Balances as of 5/1/2020

Account	Current	30 Day	60 Days	90 Days	Total Due	
96441 GRAY CONSTRUCTION	\$1,050.00	\$1,050.00	\$0.00	\$0.00	\$2,100.00	Check is in the mail
<b>Report Totals</b>	<b>\$1,050.00</b>	<b>\$1,050.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,100.00</b>	

**Aged Balances - 21081201 Helix Garage**  
Ending Balances as of 5/1/2020

Account	Current	30 Day	60 Days	90 Days	Total Due	
96262 JACKSON KELLY PLLC (City Center)	\$720.00	\$720.00	\$0.00	\$0.00	\$1,440.00	Will call
96305 GRAY CONSTRUCTION	\$1,860.00	\$2,280.00	\$0.00	\$0.00	\$4,140.00	Check is in the mail
96352 KENTUCKY UTILITIES	\$1,250.00	\$1,250.00	\$0.00	\$0.00	\$2,500.00	Check is in the mail
<b>Report Totals</b>	<b>\$3,830.00</b>	<b>\$4,250.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,080.00</b>	

**Aged Balances - 21081203 Transit Center Garage**  
Ending Balances as of 5/1/2020

Account	Current	30 Day	60 Days	90 Days	Total Due	
95484 JOHN WRIGHT TODD	\$65.00	\$65.00	\$65.00	\$0.00	\$195.00	CALLED/ LEFT VM
96463 BOLTON ELIAS	\$0.00	\$65.00	\$65.00	\$65.00	\$195.00	ACCT CLOSED
96474 JOSHUA WELLMER	\$0.00	\$0.00	\$32.50	\$0.00	\$32.50	ACCT CLOSED
96475 BRYCE CHRISTY	\$65.00	\$65.00	\$0.00	\$0.00	\$130.00	GETTING W/EMPLOYER FOR PMT
<b>Report Totals</b>	<b>\$130.00</b>	<b>\$195.00</b>	<b>\$162.50</b>	<b>\$65.00</b>	<b>\$552.50</b>	



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

Substantially All Disclosures Omitted

	As Of 03/31/20	As Of 03/31/19	Variance 03/31/20
<b>Assets</b>			
Current Assets			
Cash	\$ 2,008,165	\$ 2,058,554	\$ (50,389)
Cash-Change Fund	495	12,099	(11,604)
Accounts Receivable	8,542	40,114	(31,572)
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	1,093,237	984,772	108,464
Investments-BB&T-Unrealized G/L	0	(625)	625
Investments-BB&T-Accrued Interest	13,859	24,376	(10,517)
Total Restricted Cash & Equivalents	<u>4,607,096</u>	<u>4,508,523</u>	<u>98,572</u>
Total Current Assets	<u>6,809,021</u>	<u>6,776,868</u>	<u>32,153</u>
Non-Current Assets			
Capital Assets			
Land	7,585,094	7,585,094	0
Parking Facilities & Improvements	12,144,374	10,794,872	1,349,502
Equipment & Furniture	2,226,163	2,080,537	145,626
Construction In Progress	734,370	799,327	(64,957)
Computer Software	10,850	10,850	0
Total Capital Assets	<u>22,700,851</u>	<u>21,270,680</u>	<u>1,430,171</u>
Less: Accumulated Depreciation	(4,425,116)	(3,712,951)	(712,165)
Total Capital Assets, Net of Accumulated Depreciation	<u>18,275,735</u>	<u>17,557,729</u>	<u>718,006</u>
Total Non-Current Assets	<u>18,275,735</u>	<u>17,557,729</u>	<u>718,006</u>
<b>Total Assets</b>	<b><u>\$ 25,084,756</u></b>	<b><u>\$ 24,334,598</u></b>	<b><u>\$ 750,159</u></b>
<b>Liabilities and Net Assets</b>			
Current Liabilities			
Accounts Payable and Accrued Liabilities	\$ 262,365	\$ 492,912	\$ (230,547)
Compensated Absences	10,547	13,511	(2,964)
Deposits Payable	4,695	3,099	1,596
Note Payable	412,627	405,060	7,568
Deferred Revenue	42,900	0	42,900
Total Current Liabilities	<u>733,134</u>	<u>914,582</u>	<u>(181,447)</u>
Non-Current Liabilities			
Note Payable	2,548,264	2,962,884	(414,622)
Compensated Absences	10,546	13,512	(2,965)
Deposits Payable	3,400	3,037	363
Total Non-Current Liabilities	<u>2,562,210</u>	<u>2,979,433</u>	<u>(417,224)</u>
Total Liabilities	<u>3,295,344</u>	<u>3,894,015</u>	<u>(598,671)</u>
Net Position			
Capital Assets Net of Debt	15,314,845	14,189,784	1,125,061
Restricted-Garage Maintenance Reserve	1,107,095	1,010,191	96,904
Restricted-Capital Asset Mgmt Program	3,500,000	3,500,000	0
Unrestricted	1,867,472	1,740,608	126,865
Total Net Position	<u>21,789,412</u>	<u>20,440,583</u>	<u>1,348,830</u>
<b>Total Liabilities and Net Assets</b>	<b><u>\$ 25,084,756</u></b>	<b><u>\$ 24,334,598</u></b>	<b><u>\$ 750,159</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 3/31/2020	Year To Date 3/31/2020
<b>Cash Flows from Operating Activities</b>		
Cash received from parking customers	\$ 374,974	\$ 3,599,072
Cash received from commercial property renters	6,834	43,717
Cash received from other sources (interest / misc)	6,110	75,280
Cash payments to suppliers for goods and services	(140,249)	(2,458,209)
Cash payments to employees for services	4,517	(190,659)
Cash payments of related party payables to LFUCG	(2,572)	(20,657)
<b>Net Cash Provided by Operating Activities</b>	<b>249,614</b>	<b>1,048,544</b>
<b>Cash Flows from Noncapital Financing Activities</b>		
Cash payments on Note Payable	(34,532)	(306,220)
<b>Net Cash Used in Noncapital Financing Activities</b>	<b>(34,532)</b>	<b>(306,220)</b>
<b>Cash Flows from Capital and Investing Activities</b>		
Net Changes in Restricted Investments	7,780	(57,602)
Purchases of Capital Assets	(173,240)	(826,347)
Funds received from grants	-	7,259
<b>Net Changes in Capital and Investing Activities</b>	<b>(165,460)</b>	<b>(876,690)</b>
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	<b>49,622</b>	<b>(134,366)</b>
<b>Cash and Cash Equivalents, Beginning of Period</b>	<b>1,959,038</b>	<b>2,143,026</b>
<b>Cash and Cash Equivalents, End of Period</b>	<b>\$ 2,008,660</b>	<b>\$ 2,008,660</b>
<b>Reconciliation of Operating Income to Net Cash Flows</b>		
<b>Provided by Operating Activities</b>		
Change in Net Position	\$ 52,514	\$ 1,078,104
<b>Adjustments to Reconcile Operating Income to Net Cash</b>		
<b>Provided by Operating Activities:</b>		
Unrealized losses (gains) on investments	-	1,756
Depreciation and Amortization	59,895	539,807
Loss (gain) on Disposal of Assets	-	(9,382)
Funds received from grants	-	(7,259)
<b>Changes in Assets and Liabilities:</b>		
Accounts Receivable	37,059	32,538
Prepaid Expenses	-	(184,723)
Accrued Interest	(13,859)	(13,859)
Accounts Payable and Accrued Liabilities	114,005	(388,438)
<b>Net Cash Provided by Operating Activities</b>	<b>\$ 249,614</b>	<b>\$ 1,048,544</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 3/31/2020	Month End 3/31/2020	Variance 3/31/2020	FYTD 3/31/2020	FYTD 3/31/2020	Variance 3/31/2020	Annual Budget 6/30/2020
	Actual	FYE Budget		Actual	FYE Budget		FYE Budget
<b>Revenue</b>							
1 Revenue OnStreet							
2 Parking - Monthly Rental	\$ 7,794	\$ 8,167	\$ (373)	\$ 91,722	\$ 73,503	\$ 18,219	\$ 98,004
3 Parking - Meter Collections	78,821	126,164	(47,343)	946,294	1,076,395	(130,101)	1,444,144
4 Parking - Fines	78,969	85,516	(6,547)	735,137	724,406	10,731	968,638
Overage/Shortage/Fees	(30)	0	(30)	(30)	0	(30)	0
5 Total Revenue OnStreet	165,554	219,847	(54,293)	1,773,123	1,874,304	(101,181)	2,510,786
6 Revenue OffStreet							
7 Parking - Monthly Rental	115,392	112,920	2,472	1,010,321	1,016,280	(5,959)	1,355,400
8 Parking - Transient Rental	35,310	70,053	(34,743)	568,156	595,631	(27,475)	799,242
9 Parking - Event	12,712	10,000	2,712	176,262	198,500	(22,238)	208,500
10 Parking - Validations	4,020	4,092	(72)	35,913	34,782	1,131	46,686
11 Parking - Fines	30	0	30	460	0	460	0
12 Overage/Shortage/Fees	4,897	0	4,897	2,298	0	2,298	0
13 Total Revenue OffStreet	172,361	197,065	(24,704)	1,793,410	1,845,193	(51,783)	2,409,828
14 Commercial Property Rental	6,834	4,967	1,867	43,717	44,703	(987)	59,604
Miscellaneous Income	32	0	32	3,818	0	3,819	0
Total Revenue	344,781	421,879	(77,098)	3,614,068	3,764,200	(150,132)	4,980,218
<b>15 Operating Expenses</b>							
16 OnStreet Operating Expenses							
17 Lanier Operating Expenses	81,612	92,335	10,723	672,644	827,248	154,604	1,104,023
18 Property & Casualty Excess Insurance	0	0	0	995	1,440	445	1,440
Bank & Credit Card Fees	10,549	11,000	451	102,247	99,000	(3,247)	132,000
19 Total OnStreet Operating Expenses	92,161	103,335	11,174	775,886	927,688	151,802	1,237,463
20 OffStreet Operating Expenses							
21 Lanier Operating Expenses	85,965	92,762	6,797	613,883	847,523	233,640	1,112,657
22 Property & Casualty Excess Insurance	0	0	0	57,121	57,501	380	57,501
23 Bank & Credit Card Fees	3,906	4,584	678	39,862	41,256	1,394	55,008
24 Utilities	8,475	10,166	1,691	91,955	91,494	(461)	121,992
25 Interest Expense	5,198	6,667	1,469	51,347	60,000	8,653	80,000
Total OffStreet Operating Expenses	103,544	114,179	10,635	854,168	1,097,774	243,606	1,427,158
26 Personnel Expenses	24,916	25,872	956	246,266	232,848	(13,418)	310,464
27 Administrative Expenses							
28 Property & Casualty Excess Insurance	0	0	0	35,884	37,400	1,516	37,400
29 Bank & Credit Card Fees	24	0	(24)	820	0	(820)	0
30 Other Professional Services	9,943	18,950	9,007	113,744	170,550	56,806	227,400
31 Rent/Lease Expenses	875	876	0	7,882	7,884	2	10,512
32 Landline Phones	395	442	47	3,568	3,978	410	5,304
33 Business Travel & Training	1,424	1,625	202	15,112	14,625	(487)	19,500
34 Dues Subscriptions & Publications	0	258	258	5,631	2,322	(3,309)	3,096
35 Office Supplies	142	583	441	4,776	5,247	470	6,996
36 Office Machines & Equipment	0	208	208	0	1,872	1,872	2,496
37 Office Repairs & Maintenance	26	125	98	268	1,125	858	1,500
38 Mileage Expense	0	33	33	0	297	297	396
39 Operating Contingency	5,000	7,500	2,500	18,500	67,500	49,000	90,000
40 Total Administrative Expenses	17,829	30,600	12,770	206,185	312,800	106,615	404,600
Total Operating Expenses	238,450	273,986	35,535	2,082,505	2,571,110	488,605	3,379,685
Change in Net Position Before Capital & Other							
41 Financing	106,331	147,893	(41,563)	1,531,563	1,193,090	338,473	1,600,533
42 <b>Expenses For Capital Assets</b>							
Depreciation & Amortization	59,895	56,601	(3,294)	539,806	509,410	(30,396)	679,214
43 Total Expenses For Capital Assets	59,895	56,601	(3,294)	539,806	509,410	(30,396)	679,214
44 <b>Other Financing Sources</b>							
45 Grants Received	0	0	0	7,259	0	7,260	0
46 Interest Income	6,078	9,000	(2,921)	71,462	81,000	(9,539)	108,000
47 Gain (Loss) on Disposal of Assets	0	0	0	9,382	0	9,383	0
48 Unrealized Gain / Loss on Investments	0	0	0	(1,756)	0	(1,756)	0
Total Other Financing Sources	6,078	9,000	(2,921)	86,347	81,000	5,348	108,000
<b>Total Change in Net Position</b>	<b>\$ 52,514</b>	<b>\$ 100,292</b>	<b>\$ (47,778)</b>	<b>\$ 1,078,104</b>	<b>\$ 764,680</b>	<b>\$ 313,425</b>	<b>\$ 1,029,319</b>

No assurance is provided on these financial statements.

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

Substantially All Disclosures Omitted

	FYTD 03/31/20 <small>Actual</small>	Year Ending 06/30/19 <small>Actual</small>	Year To Date 03/31/20 <small>Capital Expenditures</small>	FYTD 06/30/20 <small>Annual Cap Ex Budget</small>
<b>Capital Assets</b>				
Land	7,585,094	7,585,094	0	0
Parking Facilities & Improvements	12,144,374	12,144,374	0	2,375,250
Equipment & Furniture	2,226,163	1,996,555	229,608	323,000
Construction In Progress	734,371	128,249	606,121	0
Computer Software	10,850	10,850	0	0
<b>Total Capital Assets</b>	<b><u>22,700,852</u></b>	<b><u>21,865,122</u></b>	<b><u>835,729</u></b>	<b><u>2,698,250</u></b>

No assurance is provided on these financial statements.

**Lexington & Fayette County Parking Authority**  
**Parking Revenue Less Expenses**  
**Fiscal Year to Date As of March 31, 2020**

	OnStreet Year To Date 03/31/20	Victorian Square Garage Year To Date 03/31/20	Transit Center Garage Year To Date 03/31/20	Courthouse Garage Year To Date 03/31/20	Helix Garage Year To Date 03/31/20	All Locations Year To Date 03/31/20
<b>Revenue</b>						
Parking - Monthly Rental	\$ 91,722	\$ 313,619	\$ 424,905	\$ 125,118	\$ 146,680	\$ 1,102,044
Parking - Transient Rental	0	212,677	18,045	138,285	199,148	568,156
Parking - Event	0	170,821	2,803	29	2,609	176,262
Parking - Validations	0	20,277	41	685	14,910	35,912
Parking - Meter Collections	946,294	0	0	0	0	946,294
Parking - Fines	735,137	60	310	(5)	95	735,597
Overage/Shortage/Fees	(30)	3,297	41	(290)	(749)	2,268
Total Revenue	1,773,123	720,751	446,145	263,822	362,693	3,566,533
<b>Operating Expenses</b>						
Lanier Operating Expenses	672,644	253,672	153,140	91,333	115,739	1,286,527
Property & Casualty Excess Insurance	995	15,111	26,081	383	15,544	58,115
Bank & Credit Card Fees	102,247	14,903	1,633	8,491	14,836	142,109
Utilities	0	25,727	30,707	24,400	11,122	91,955
Interest Expense	0	1,283	9,242	1,284	39,538	51,347
Total Operating Expenses	775,886	310,696	220,803	125,891	196,779	1,630,053
Net parking revenue before depreciation and amortization	997,237	410,055	225,342	137,931	165,914	1,936,480
Depreciation & Amortization	43,258	65,115	154,280	40,102	231,833	534,589
<b>Net parking revenue</b>	<b>\$ 953,979</b>	<b>\$ 344,940</b>	<b>\$ 71,062</b>	<b>\$ 97,829</b>	<b>\$ (65,919)</b>	<b>\$ 1,401,891</b>

No assurance is provided on these financial statements.



**LEXPARK**  
**On-Street Financial Report**  
**March 31, 2020**  
**Location 21081200**



Description	Current Actual	% of Total Revenue	Current Budget	Current Variance		YTD Actual	% of Total Revenue	YTD Budget	YTD Variance
<b>Revenue</b>									
1 Meter Receipts	\$ 69,700	42%	\$ 118,161	\$ (48,461)	A.	\$ 902,596	51%	\$ 1,004,368	\$ (101,772)
2 Permit Sales/Monthly Permit Sales	\$ 7,794	5%	\$ 6,800	\$ 994		\$ 81,235	5%	\$ 77,600	\$ 3,635
3 Violation Tickets	\$ 74,429	45%	\$ 80,476	\$ (6,047)	B.	\$ 711,532	40%	\$ 679,046	\$ 32,486
4 Bag Rental Fees	\$ 9,475	6%	\$ 8,003	\$ 1,472		\$ 47,221	3%	\$ 72,027	\$ (24,806)
5 Booting Fees	\$ 3,525	2%	\$ 5,040	\$ (1,515)	D.	\$ 24,815	1%	\$ 45,360	\$ (20,545)
<b>6 Total Revenue</b>	<b>\$ 164,924</b>		<b>\$ 218,480</b>	<b>\$ (53,556)</b>		<b>\$ 1,767,399</b>		<b>\$ 1,878,401</b>	<b>\$ (111,002)</b>
<b>Expenses</b>									
<b>Payroll</b>									
7 Salaries & Wages	\$ 34,934		\$ 39,241	\$ 4,307	E.	\$ 310,737		\$ 355,212	\$ 44,475
8 Payroll Taxes	\$ 5,076		\$ 5,694	\$ 618		\$ 45,107		\$ 51,541	\$ 6,434
9 Workers Comp Ins	\$ 2,186		\$ 2,453	\$ 266		\$ 19,430		\$ 22,201	\$ 2,771
10 Liability Insurance	\$ 1,599		\$ 1,599	\$ -		\$ 14,556		\$ 14,395	\$ (161)
11 Employee Health Insurance	\$ 5,295		\$ 5,070	\$ (225)		\$ 30,344		\$ 45,630	\$ 15,286
<b>12 Total Payroll</b>	<b>\$ 49,091</b>	<b>30%</b>	<b>\$ 54,056</b>	<b>\$ 4,966</b>		<b>\$ 420,174</b>	<b>24%</b>	<b>\$ 488,980</b>	<b>\$ 68,806</b>
<b>Field</b>									
13 Uniforms	\$ 153		\$ 250	\$ 97		\$ 828		\$ 1,750	\$ 922
14 Hiring/Training	\$ 137		\$ 137	\$ -		\$ 1,290		\$ 1,234	\$ (56)
15 Equipment	\$ -		\$ -	\$ -		\$ 61		\$ -	\$ (61)
16 Vehicle Expense	\$ 632		\$ 1,280	\$ 648		\$ 9,392		\$ 11,521	\$ 2,129
17 EMS/IPS/PBP/CCS Service Fees	\$ 12,666		\$ 23,342	\$ 10,676	F.	\$ 174,071		\$ 204,628	\$ 30,557
18 Professional Services/Fees	\$ 5,328		\$ 517	\$ (4,811)		\$ 12,261		\$ 4,652	\$ (7,609)
19 General Supplies	\$ 1,636		\$ 3,017	\$ 1,381		\$ 16,863		\$ 27,150	\$ 10,287
20 Repairs - Maintenance	\$ 2,797		\$ 1,550	\$ (1,247)	G.	\$ 29,379		\$ 13,950	\$ (15,429)
<b>21 Total Field</b>	<b>\$ 23,348</b>	<b>14%</b>	<b>\$ 30,093</b>	<b>\$ 6,745</b>		<b>\$ 244,145</b>	<b>14%</b>	<b>\$ 264,884</b>	<b>\$ 20,739</b>
<b>Office</b>									
22 Communications/Telephones	\$ 1,766		\$ 1,391	\$ (375)		\$ 16,107		\$ 13,931	\$ (2,176)
23 Office Supplies	\$ 241		\$ -	\$ (241)		\$ 1,345		\$ 833	\$ (512)
24 Printing & Design/Ticket Purchase	\$ 830		\$ 548	\$ (282)		\$ 11,875		\$ 4,935	\$ (6,940)
25 Postage/Dues & Memberships	\$ 1,410		\$ 1,872	\$ 462		\$ 11,156		\$ 12,612	\$ 1,456
26 Employee Incentive	\$ -		\$ 175	\$ 175		\$ 85		\$ 1,575	\$ 1,490
<b>27 Total Office</b>	<b>\$ 4,247</b>	<b>3%</b>	<b>\$ 3,987</b>	<b>\$ (260)</b>		<b>\$ 40,569</b>	<b>2%</b>	<b>\$ 33,887</b>	<b>\$ (6,682)</b>
<b>Miscellaneous</b>									
28 Customer Refund	\$ -		\$ -	\$ -		\$ 60		\$ -	\$ (60)
29 Base Management Fee	\$ 1,465		\$ 1,465	\$ -		\$ 13,189		\$ 13,189	\$ -
30 Management Incentive Fee	\$ 2,771		\$ 2,319	\$ (452)		\$ 24,620		\$ 20,871	\$ (3,749)
31 Dues & Subscriptions	\$ 520		\$ 415	\$ (106)		\$ 5,141		\$ 5,439	\$ 298
<b>32 Total Miscellaneous</b>	<b>\$ 4,757</b>	<b>3%</b>	<b>\$ 4,199</b>	<b>\$ (558)</b>		<b>\$ 43,010</b>	<b>2%</b>	<b>\$ 39,499</b>	<b>\$ (3,511)</b>
<b>33 Total Expenses</b>	<b>\$ 81,443</b>	<b>49%</b>	<b>\$ 92,335</b>	<b>\$ 10,893</b>		<b>\$ 747,897</b>	<b>42%</b>	<b>\$ 827,249</b>	<b>\$ 79,352</b>
<b>34 Net Income (Loss)</b>	<b>\$ 83,481</b>		<b>\$ 126,145</b>	<b>\$ (42,664)</b>		<b>\$ 1,019,501</b>		<b>\$ 1,051,151</b>	<b>\$ (31,650)</b>

**Variance Notes**

**A** Variance due to the meters being turned off mid-month and the COVID-19 pandemic.

**B** Variance due to fewer citations written during the month (COVID-19 pandemic).

**C** YTD Variance due to the amount of bag rentals being lower than budgeted. There has been an overall decrease in demand/requests compared to the previous FY from which the budget was derived.

**D** Variance due to the overall decrease in the number of boots as well as the slightly reduced boot fees collected by LexPark resulting from the implementation of the Barnacle booting system. The 2nd LPR vehicle hasn't produced as many immobilizations as expected.

**E** Variance due in part to not yet utilizing contingency funds for employee appreciation/bonus payouts. Utilization of these funds is to be determined based on the pending impacts of the COVID-19 epidemic.



**LEXPARK**  
**Garage Financial Report**  
**March 31, 2020**  
**Location 21081201..21081204**



Description	Current Actual	% of Total Revenue	Current Budget	Current Variance		YTD Actual	% of Total Revenue	YTD Budget	YTD Variance
<b>Revenue</b>									
1 Monthly	\$ 146,143	73%	\$ 112,950	\$ 33,193	A.	\$ 1,054,591	58%	\$ 1,016,550	\$ 38,041
2 Violation Tickets	\$ 30	0%	\$ 1,100	\$ (1,070)		\$ 440	0%	\$ 9,600	\$ (9,160)
3 Transient	\$ 40,200	20%	\$ 70,053	\$ (29,853)	B.	\$ 564,157	31%	\$ 595,451	\$ (31,294)
4 Stamp/Validation	\$ 4,020	2%	\$ 4,092	\$ (73)		\$ 35,872	2%	\$ 34,782	\$ 1,090
5 Event	\$ 9,285	5%	\$ 10,000	\$ (715)	C.	\$ 172,850	9%	\$ 198,500	\$ (25,650)
6 <b>Total Revenue</b>	\$ 199,677		\$ 198,195	\$ 1,482		\$ 1,827,911		\$ 1,854,883	\$ (26,972)
<b>Expenses</b>									
<b>Payroll</b>									
7 Salaries & Wages	\$ 29,107		\$ 37,461	\$ 8,354	D.	\$ 256,847		\$ 339,030	\$ 82,183
8 Payroll Taxes	\$ 4,223		\$ 5,436	\$ 1,212		\$ 37,268		\$ 49,193	\$ 11,925
9 Workers Comp Ins	\$ 1,819		\$ 2,341	\$ 522		\$ 16,053		\$ 21,189	\$ 5,137
10 Liability Insurance	\$ 2,948		\$ 2,948	\$ -		\$ 26,535		\$ 26,535	\$ -
11 Employee Health Insurance	\$ 3,153		\$ 5,501	\$ 2,349		\$ 10,286		\$ 49,513	\$ 39,227
12 <b>Total Payroll</b>	\$ 41,250	21%	\$ 53,687	\$ 12,437		\$ 346,989	19%	\$ 485,461	\$ 138,472
<b>Field</b>									
13 Uniforms	\$ 173		\$ 400	\$ 227		\$ 517		\$ 3,600	\$ 3,083
14 Hiring/Training	\$ 155		\$ 155	\$ -		\$ 1,391		\$ 1,391	\$ -
15 Repairs - Maintenance	\$ 20,202		\$ 2,500	\$ (17,702)	E.	\$ 58,410		\$ 44,500	\$ (13,910)
16 Vehicle Expense	\$ 811		\$ 810	\$ (1)		\$ 9,311		\$ 7,290	\$ (2,021)
Equipment	\$ -		\$ -	\$ -		\$ 7,855		\$ -	\$ (7,855)
17 EMS/IPS/PBP/CCS Service Fees	\$ 5,279		\$ 4,135	\$ (1,144)		\$ 63,996		\$ 40,641	\$ (23,356)
Snow Removal	\$ 2,942		\$ 9,000	\$ 6,059		\$ 18,274		\$ 45,000	\$ 26,726
18 Professional Services/Fees	\$ 6,916		\$ 9,774	\$ 2,858		\$ 68,278		\$ 86,564	\$ 18,286
19 Repairs - Sweeper	\$ -		\$ 619	\$ 619		\$ 1,263		\$ 3,925	\$ 2,661
20 General Supplies	\$ 835		\$ 4,167	\$ 3,332		\$ 35,646		\$ 37,500	\$ 1,854
21 Elevator Maintenance	\$ 1,574		\$ 1,667	\$ 93		\$ 25,891		\$ 15,000	\$ (10,891)
22 Pressure Washing	\$ -		\$ -	\$ -		\$ -		\$ 20,660	\$ 20,660
23 Damages - Billable	\$ -		\$ -	\$ -		\$ 390		\$ -	\$ (390)
24 <b>Total Field</b>	\$ 38,886	19%	\$ 33,226	\$ (5,660)		\$ 291,222	16%	\$ 306,071	\$ 14,848
<b>Office</b>									
25 Communications	\$ 1,532		\$ 1,151	\$ (381)		\$ 8,325		\$ 11,947	\$ 3,622
26 Office Supplies	\$ -		\$ 221	\$ 221		\$ 975		\$ 1,958	\$ 984
27 Printing & Design	\$ -		\$ 618	\$ 618		\$ 4,332		\$ 5,565	\$ 1,233
28 Postage	\$ 803		\$ 292	\$ (512)	G.	\$ 8,400		\$ 2,625	\$ (5,775)
29 <b>Total Office</b>	\$ 2,335	1%	\$ 2,282	\$ (54)		\$ 22,031	1%	\$ 22,095	\$ 65
<b>Miscellaneous</b>									
30 Customer Refund	\$ -		\$ -	\$ -		\$ 34		\$ -	\$ (34)
31 Base Management Fee	\$ 2,701		\$ 2,701	\$ -		\$ 24,311		\$ 24,311	\$ -
32 Dues & Subscriptions	\$ 832		\$ 713	\$ (119)		\$ 7,940		\$ 4,963	\$ (2,977)
33 <b>Total Miscellaneous</b>	\$ 3,533	2%	\$ 3,414	\$ (119)		\$ 32,285	2%	\$ 29,274	\$ (3,011)
34 <b>Total Expenses</b>	\$ 86,004	43%	\$ 92,609	\$ 6,605		\$ 692,527	38%	\$ 842,900	\$ 150,373
35 <b>Net Income (Loss)</b>	\$ 113,673		\$ 105,586	\$ 8,087		\$ 1,135,384		\$ 1,011,983	\$ 123,401

**Variance Notes**

- A/B Monthly Variance due to LFUCG quarterly payment for monthly parking posting during the month at Helix & Transit Center. The budget does not reflect the fact that this tenant pays quarterly. Transient Variance caused by decreased traffic for 2nd half of month due to COVID-19
- C YTD Variance due to the overall fewer number of events thus far in the FY. The budgeted figures were based of the previous FY which had a much higher number of events.
- D Variance due in part to not yet utilizing contingency funds for employee appreciation/bonus payouts/2 months unused garage manager expense. Utilization of these funds is expected as 2020 progresses and pending impacts from the COVID-19 epidemic.
- E Variance due to the processing of a non-budgeted payment of \$19K to Glass Doctor for the Vic Square Pedway repair.
- F YTD Variance due to an increased number of service repair calls needed for the Transit center elevators.



**Lexington/ Fayette Co Parking Authority**

Balance Sheet  
March 31, 2020

ASSETS

Current Assets		
Cash - US Bank	\$	<u>13,689.33</u>
Total Current Assets		13,689.33
Property and Equipment		
Building Improvements		<u>81,518.30</u>
Total Property and Equipment		81,518.30
Other Assets		
Total Other Assets		<u>0.00</u>
Total Assets	\$	<u><u>95,207.63</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Tenant Deposits	\$	<u>5,165.63</u>
Total Current Liabilities		5,165.63
Long-Term Liabilities		
Total Long-Term Liabilities		<u>0.00</u>
Total Liabilities		5,165.63
Capital		
Beginning Balance Equity	30,139.26	
Capital Contribution, Net	(186,300.00)	
Retained Earnings	220,583.27	
Net Income	<u>25,619.47</u>	
Total Capital		<u>90,042.00</u>
Total Liabilities & Capital	\$	<u><u>95,207.63</u></u>

Lexington/ Fayette Co Parking Authority  
Income Statement  
Compared with Budget  
For the Nine Months Ending March 31, 2020

	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	\$ 4,776.91	\$ 4,810.00	(33.09)	\$ 36,454.71	\$ 36,421.00	33.71
Income - Utilities	508.95	400.00	108.95	2,408.23	1,925.00	483.23
<b>Total Revenues</b>	<u>5,285.86</u>	<u>5,210.00</u>	<u>75.86</u>	<u>38,862.94</u>	<u>38,346.00</u>	<u>516.94</u>
<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>	<u>5,285.86</u>	<u>5,210.00</u>	<u>75.86</u>	<u>38,862.94</u>	<u>38,346.00</u>	<u>516.94</u>
<b>Expenses</b>						
Property Management Fee	500.00	500.00	0.00	4,500.00	4,500.00	0.00
Repair & Maintenance	0.00	100.00	(100.00)	2,615.87	2,300.00	315.87
Postage	2.65	2.00	0.65	7.60	6.00	1.60
Commission expense	0.00	0.00	0.00	6,120.00	0.00	6,120.00
<b>Total Expenses</b>	<u>502.65</u>	<u>602.00</u>	<u>(99.35)</u>	<u>13,243.47</u>	<u>6,806.00</u>	<u>6,437.47</u>
<b>Net Income</b>	<u>\$ 4,783.21</u>	<u>\$ 4,608.00</u>	<u>175.21</u>	<u>\$ 25,619.47</u>	<u>\$ 31,540.00</u>	<u>(5,920.53)</u>

**Lexington/ Fayette Co Parking Authority**  
**Cash Disbursements Journal**  
**For the Period From Mar 1, 2020 to Mar 30, 2020**

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

Date	Check #	Account ID	Account Description	Line Description	Debit Amount	Credit Amount
3/2/20	1155	500 100	Property Management Fee Cash - US Bank	Invoice: 7335 Schrader Commercial Properties, LLC	500.00	500.00
3/19/20	e-031920	350 100	Capital Contribution, Net Cash - US Bank	3rd quarter distribution Lexington Parking Authority	13,400.00	13,400.00
3/20/20	1156	526 526 100	Postage Postage Cash - US Bank	Invoice: 032020 Invoice: 032020 Schrader Commercial Properties, LLC	1.65 1.00	2.65
<b>Total</b>					<b>13,902.65</b>	<b>13,902.65</b>

**Lexington/ Fayette Co Parking Authority  
General Ledger**

**For the Period From Mar 1, 2020 to Mar 31, 2020**

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	3/1/20			Beginning Balance			22,306.12
	3/2/20	1155	CDJ	Schrader Commer		500.00	
	3/10/20	031020	CRJ	Spotz, LLC	1,600.00		
	3/10/20	031020	CRJ	Crreatures of Whi	1,800.00		
	3/10/20	031020	CRJ	Savane Silver	231.84		
	3/19/20	e-031920	CDJ	Lexington Parking		13,400.00	
	3/19/20	031920	CRJ	Savane Silver	1,376.91		
	3/19/20	031920	CRJ	Spotz, LLC	150.66		
	3/20/20	1156	CDJ	Schrader Commer		2.65	
	3/30/20	033020	CRJ	Crreatures of Whi	126.45		
				Current Period Cha	5,285.86	13,902.65	-8,616.79
	<b>3/31/20</b>			<b>Ending Balance</b>			<b>13,689.33</b>
155 Building Improvement	3/1/20			Beginning Balance			81,518.30
	<b>3/31/20</b>			<b>Ending Balance</b>			<b>81,518.30</b>
231 Tenant Deposits	3/1/20			Beginning Balance			-5,165.63
	<b>3/31/20</b>			<b>Ending Balance</b>			<b>-5,165.63</b>
349 Beginning Balance Eq	3/1/20			Beginning Balance			-30,139.26
	<b>3/31/20</b>			<b>Ending Balance</b>			<b>-30,139.26</b>
350 Capital Contribution,	3/1/20			Beginning Balance			172,900.00
	3/19/20	e-031920	CDJ	Lexington Parking	13,400.00		
				Current Period Cha	13,400.00		13,400.00
	<b>3/31/20</b>			<b>Ending Balance</b>			<b>186,300.00</b>
352 Retained Earnings	3/1/20			Beginning Balance			-220,583.27
	<b>3/31/20</b>			<b>Ending Balance</b>			<b>-220,583.27</b>
400 Rental Income	3/1/20			Beginning Balance			-31,677.80
	3/10/20	031020	CRJ	Spotz, LLC - Invoic		1,600.00	
	3/10/20	031020	CRJ	Crreatures of Whi		1,800.00	
	3/19/20	031920	CRJ	Savane Silver - Inv		1,376.91	
				Current Period Cha		4,776.91	-4,776.91
	<b>3/31/20</b>			<b>Ending Balance</b>			<b>-36,454.71</b>
401 Income - Utilities	3/1/20			Beginning Balance			-1,899.28
	3/10/20	031020	CRJ	Savane Silver - Ele		231.84	
	3/19/20	031920	CRJ	Spotz, LLC - Electri		150.66	
	3/30/20	033020	CRJ	Crreatures of Whi		126.45	
				Current Period Cha		508.95	-508.95
	<b>3/31/20</b>			<b>Ending Balance</b>			<b>-2,408.23</b>
500 Property Management	3/1/20			Beginning Balance			4,000.00
	3/2/20	1155	CDJ	Schrader Commer	500.00		
				Current Period Cha	500.00		500.00
	<b>3/31/20</b>			<b>Ending Balance</b>			<b>4,500.00</b>

**Lexington/ Fayette Co Parking Authority  
General Ledger  
For the Period From Mar 1, 2020 to Mar 31, 2020**

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
511 Repair & Maintenance	3/1/20			Beginning Balance			2,615.87
	3/31/20			Ending Balance			2,615.87
526 Postage	3/1/20			Beginning Balance			4.95
	3/20/20	1156	CDJ	Schrader Commer	1.00		
	3/20/20	1156	CDJ	Schrader Commer	1.65		
				Current Period Cha	2.65		2.65
	3/31/20			Ending Balance			7.60
528 Commission expense	3/1/20			Beginning Balance			6,120.00
	3/31/20			Ending Balance			6,120.00

**Lexington/ Fayette Co Parking Authority**  
**Account Reconciliation**  
**As of Mar 31, 2020**  
**100 - Cash - US Bank**  
**Bank Statement Date: March 31, 2020**

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance	22,306.12
Add: Cash Receipts	5,285.86
Less: Cash Disbursements	(13,902.65)
Add (Less) Other	_____
Ending GL Balance	<u>13,689.33</u>
Ending Bank Balance	13,689.33
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>13,689.33</u></u>

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## Garage Updates

### Helix Garage:

- The garage lighting system was programmed with a green scheme in remembrance of KY COVID-19 victims.
- The garage lighting system was programmed with the standard multicolor scheme.

### Transit Center Garage:

- DC Elevator has completed the repair on the elevator with hydraulic problems. The repair involved the installation of a new hydraulic jack. The cost of the repair was \$42,170.

### Victorian Square Garage:

- Jarboe Construction continues work on the façade enhancement project. Jarboe Construction is installing the suicide deterrent on the roof level of the garage. Walker Electric has completed installation of the conduit and infrastructure for the sign and LED lighting fixtures and TS Piping has completed installation of the water lines related to the LiveWall irrigation system.
- Painting related to the façade enhancements is scheduled to begin in two weeks, weather permitting.
- Stainless steel materials are scheduled to arrive from ProClad by May 22<sup>nd</sup>. Fabrication of the panels will take 3-4 weeks and the panels should arrive on site the week June 12<sup>th</sup> – 19<sup>th</sup>.
- LPA has ordered the LED lighting components directly from Vincent Lighting Systems. Due to the COVID-19 outbreak, the lead times on the products are very fluid. The enablers are tentatively scheduled to arrive by the end of April, with the fixtures set to ship in mid-June. Vincent Lighting is pushing to improve those dates, as Walker electric would prefer arrival by mid-May. Directly ordering the fixtures from Vincent Lighting will help avoid any possible price markups associated with contractor procurement.
- DB General Contracting completed work on the expansion of the **LEXPARK** office.

### General Garage Notes:

- Following an assessment of the economic impact of the ongoing COVID-19 outbreak, LPA decided to revise the scope for the upcoming CAMP repairs and rebid the project to only include the structural beam repairs at the Transit Center Garage. The low bid of \$279,875 was submitted by Everclear Enterprises. Everclear Enterprises is based in Atlanta, GA. LPA is drafting the necessary contract documents and work on the project should begin approximately two weeks from the date of contract signing.
- LPA will re-evaluate rebidding the rest of the original CAMP repair project scope in 30-60 days.
- LPA continues to work with the LEXPARK staff and REEF Parking to explore and implement cost savings initiatives in the garages during this economic slowdown.



## 2020 CAMP REPAIRS

### COURTHOUSE PARKING STRUCTURE

TASK ITEM	DESCRIPTION	QUANTITY	UNITS	AVERAGE UNIT PRICE	AVERAGE COST	REPAIR CYCLE
1.1	Project Mobilization & Demobilization	1	L.S.	28,352	28,352	2020
2.3	Partial Depth Concrete Floor Repair	30	S.F.	83	2,475	2020
3.1	Overhead Slab Repair	80	S.F.	111	8,880	2020
4.3	Grout Pocket Repair	20	S.F.	383	7,655	2020
5.1	Column Repair	30	S.F.	105	3,143	2020
7.2	Joint Sealant Installation	60	L.F.	12	720	2020
7.3	Joint Sealant Replacement	12,250	L.F.	6	76,563	2020
7.3A	Sealant Around Columns	1,400	LF	6	8,750	2021
7.5	Cove Sealant	1,400	L.F.	5	7,665	2020
7.6	Epoxy Injection	60	L.F.	76	4,575	2020
7.9	Traffic Topping - Recoat	3,400	S.F.	5	17,893	2020
7.10	Silane Sealer	1,800	S.F.	2	3,263	2020
7.13	Elastomeric Coating	60	S.F.	19	1,140	2020
8.2	CMU Replacement	15	EA	189	2,835	2020
9.8	Repaint CMU Walls in Stairwell	1,250	S.F.	4	5,469	2020
10.5	Clean and Coat Corroded Steel	120	S.F.	27	3,240	2020
10.7	Replace Corroded Door Frame	1	EA	3,638	3,638	2020
<b>Base Bid Total</b>					186,253	
<b>Recommended Contingency Allowance</b>					27,938	
<b>Total Project Budget</b>					<b>214,191</b>	

### VICTORIAN SQUARE PARKING STRUCTURE

TASK ITEM	DESCRIPTION	QUANTITY	UNITS	AVERAGE UNIT PRICE	AVERAGE COST	REPAIR CYCLE
1.1	Project Mobilization & Demobilization	1	L.S.	40100	40,100	2020
2.3	Partial Depth Concrete Floor Repair	100	S.F.	64	6,375	2020
3.1	Overhead Slab Repair	10	S.F.	189	1,888	2020
3.5	Concrete Beam Repair	20	S.F.	131	2,610	2020
5.1	Column Repair	40	S.F.	125	5,000	2020
7.3	Joint Sealant Replacement	870	L.F.	7	5,873	2020
7.5	Cove Sealant	1,150	L.F.	6	6,613	2020
7.7	Traffic Coating - New (STAIRS)	3,500	S.F.	6	22,138	LPA
7.9	Traffic Coating - Recoat	48,500	S.F.	5	255,231	2020
7.10	Silane Sealer	85,000	S.F.	1	106,250	2021
10.8	Clean/Coat Barrier Cables	350	L.F.	13	4,506	2020
<b>Base Bid Total</b>					456,583	
<b>Recommended Contingency Allowance</b>					68,487	
<b>Total Project Budget</b>					<b>525,070</b>	

## 2020 CAMP REPAIRS

### HELIX PARKING STRUCTURE

TASK ITEM	DESCRIPTION	QUANTITY	UNITS	AVERAGE UNIT PRICE	AVERAGE COST	REPAIR CYCLE
1.1	Project Mobilization & Demobilization	1	L.S.	\$ 24,242	24,242	2020
2.3	Partial Depth Concrete Floor Repair	2,000	S.F.	\$ 40	79,000	2020
2.6	Concrete Curb Repair	20	L.F.	\$ 110	2,190	2020
3.1	Overhead Slab Repair	230	S.F.	\$ 112	25,760	2020
3.5	Non-Post Tensioned Beam Repair	140	S.F.	\$ 117	16,415	2020
5.1	Column Repair	50	S.F.	\$ 113	5,638	2020
7.8	Traffic Topping - Replacement	1,700	S.F.	\$ 10	17,638	2020
<b>Base Bid Total</b>					<b>170,882</b>	
<b>Recommended Contingency Allowance</b>					<b>25,632</b>	
<b>Total Project Budget</b>					<b>196,515</b>	

### TRANSIT CENTER PARKING STRUCTURE

TASK ITEM	DESCRIPTION	QUANTITY	UNITS	AVERAGE UNIT PRICE	AVERAGE COST	REPAIR CYCLE
1.1	Project Mobilization & Demobilization	1	L.S.	59,350	59,350	2020
2.3	Partial Depth Concrete Floor Repair	110	S.F.	59	6,518	2020
4.1	Concrete Wall Repair	200	S.F.	91	18,200	2020
4.3	Grout Pocket Repair	5	EA	61	303	2020
5.1	Column Repair	30	S.F.	124	3,705	2020
7.3	Joint Sealant Replacement	700	L.F.	7	4,725	2020
7.3A	Sealant Replacement at High Street	200	L.F.	7	1,350	LPA
7.5	Cove Sealant	230	L.F.	7	1,668	2020
7.9	Traffic Topping - Recoat	220	S.F.	22	4,895	2020
8.9	Replace Barrier Cables (PT Strand)	7	EA	1,679	11,755	2020
9.6	Stair Landing Repairs	5	EA	1,307	6,535	2020
9.7	Stair Pan Repairs	30	EA	788	23,625	2020
12.4	Bollard Repair	1	EA	1,146	1,146	2020
12.6	Install Drain	2	EA	2,513	5,025	2020
<b>Base Bid Total</b>					<b>148,799</b>	
<b>Recommended Contingency Allowance</b>					<b>22,320</b>	
<b>Total Project Budget</b>					<b>171,118</b>	

## SUMMARY OF PROPOSED 2020 CAMP REPAIRS

	<b>Base Bid</b>	<b>Recommended Contingency</b>	<b>Recommended Project Budget</b>
<b>Courthouse</b>	186,253	27,938	214,191
<b>Victorian Square</b>	456,583	68,487	525,070
<b>Helix</b>	170,882	25,632	196,514
<b>Transit On Main</b>	148,799	22,320	171,119
<b>TOTAL</b>	<b>962,517</b>	<b>144,378</b>	<b>1,106,895</b>