

# November 9, 2023 Board Meeting Agenda



- |       |   |            |
|-------|---|------------|
| I.    | Call to Order/Welcome of Guests   | Frazier    |
| II.   | Introduction of New On-Street Ambassadors   | Stephenson |
| III.  | Comments  | Frazier    |
|       | a. Public Comment   |            |
|       | b. Comments from Commissioners/Advisory Board Members   |            |
| IV.   | Partner Organization Updates  |            |
|       | a. DLMD Updates   | Frazier    |
|       | b. Downtown Lexington Partnership Updates   | McDaniel   |
|       | c. VisitLex Updates   | Schickel   |
| V.    | Approval of Minutes October 2023 LPA Board Meeting<br><i>Board Action Required</i>  | Frazier    |
| VI.   | Update on LPA Activities  | Trammell   |
|       | a. Operational Reports  |            |
| VII.  | Approval of LPA and LEXPARK September 2023 Financial Reports<br>and Schrader Commercial Reports<br><i>Board Action Required</i> | Pearson    |
| VIII. | Food for Fines  | Pearson    |
| IX.   | Holiday Lunch   | Pearson    |
| X.    | LEXPARK PTO Study   | Skelton    |
| XI.   | Fusus Project with Lexington Police Department - Update   | Trammell   |
| XII.  | Off-Street (Garages)  | Trammell   |
|       | a. Garage Update  |            |
|       | b. Security Updates   |            |
| XIII. | Sale of 121 East High Street Property   | Frazier    |
| XIV.  | Closed Session per KRS 61.810 (c)   | Frazier    |

**Next Meeting: December 14, 2023**

## Lexington & Fayette County Parking Authority

Board Meeting Minutes  
October 12, 2023

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

Location: 201 East Main Street Ste. 900

Voting Members: Kenton Ball  
Laura Boison  
Erin Hensley  
Thomas Pettit  
Cathy Taylor

Advisory Board: Liza Betz  
Allen McDaniel

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

Guests: Mark Doering, PCI  
Charles Stephenson, PCI  
Bonita Weber

### 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 – Comments

There were no comments.

### Item 3 – Partner Organization Updates

#### A. DLMD Updates

Mr. McDaniel reports that DLMD was featured at the State of Downtown event. The Fusus grant is accepting applications. The property improvement grant is also accepting applications

#### B. DLP Updates

Mr. McDaniel reports that the retail cohort has narrowed their focus to three areas. The first is promoting downtown as safe and easy to access, second is a seed fund for rent, and third is to highlight how easy it is to park downtown.

### Item 4 – Approval of Board Meeting Minutes

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

### Item 5 – Update on ED Activities

#### A. Operational Reports

Mr. Trammell presents the September 2023 operational reports. Text to Pay usage has increased from the prior month. Occupancy in the UK campus area also increased from the prior month. The percentage of citations paid decreased from the prior month, which is likely due to a decrease in immobilizations. Average



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daily transactions in the garages increased from the prior month and there are some monthly parking spaces available at Victorian Square.

### **Item 6 – Financial Reports**

Ms. Pearson presents the August 2023 Financial Reports. Work continues on the FY23 audit. Both meter and citation revenues fell below budget for the month. However, garage monthly and transient revenues were a combined \$40,000 above budget for the month. PCI expenses were above budget for the month mostly due to an annual warranty payment to T2 for the LUKE meters. Professional services were over budget for the month due to a payment for the updated CAMP plan. Mr. Pettit makes a motion to approve the August 2023 financials as presented. Ms. Boison seconds. The vote was unanimous, and the motion carried.

Ms. Boison makes a motion to authorize Mr. Frazier to become an administrator of the LPA merchant accounts. Mr. Ball seconds. The vote was unanimous, and the motion carried.

### **Item 8 – Fusus Project with Lexington Police Department**

Mr. Trammell presents an update on the Fusus project with the Lexington Police Department. Risetek is working on the documentation requested by Fusus.

### **Item 9 - Garages**

#### *A. Garage Updates*

Mr. Trammell presents the garage updates. FY23 CAMP repairs have been completed. Bennett and Pless continue to work on the new Capital Asset Management Plan.

#### *B. Security Updates*

Mr. Trammell reports that installation of the Risetek camera system is ongoing in the Transit Center. It was discovered that the originally specified 40TB hard drive is insufficient and has been replaced with a 65TB hard drive.

Mr. Ball makes a motion to go into closed session. Mr. Petit seconds. The vote was unanimous, and the motion carried.

Mr. Ball makes a motion to exit closed session. Ms. Hensley seconds. The vote was unanimous, and the motion carried.

There being no further business brought before the Board, the meeting was adjourned at 12:00PM.



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LFCPA and LEXPAK Key Performance Indicators

		User-input variable cells.											Totals for underlying cells.				Percent of		CY 2022	
Note		Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Oct-22	Dec-23	Standard	TOTAL	AVERAGE	Total	AVERAGE		
<b>CUSTOMER SUPPORT, PUBLIC OUTREACH and SERVICE PROVISION</b>																				
1	Unique Visitors to Website (users)	3,936	3,806	3,803	3,565	3,066	3,387	3,630	3,982	4,823	5,500	3,126			39,498	3,949.8	N/A	3588		
2	LEXPAK Walk-In Customers	100	51	56	63	66	71	80	190	54	105	119			836	83.6	N/A	105		
3	LEXPAK Telephone Inquiries (Total)	943	827	787	785	881	681	687	708	754	880	1323			7933	793.3	N/A	965		
4	Reporting Inoperative Meters	0	0	0	0	0	0	0	0	0	0	0			0	0	0%	0		
5	LUKE	5	10	6	7	11	9	5	2	5	4	7			64	6	1%	17		
6	IPS	8	5	8	7	9	11	5	3	3	2	17			61	6	0.8%	25		
8	Enforcement Complaint	0	0	0	0	0	0	0	0	0	0	0			0	0	0.0%	0		
9	Other Inquiry including payments/ just payments	209	192	202	172	157	149	103	118	206	225	245			1,733	173	22%	167		
10	Pay by Phone questions or issues	0	0	0	0	0	0	2	0	0	0	6			2	0.20	0%	12		
11	After 5 Parking questions	0	0	0	0	0	0	0	0	0	0	0			0	0	0%	0		
12	Wrong Way Parking	0	0	0	0	0	0	0	0	0	0	0			0	0	0%	1		
13	Garaques	716	620	571	599	704	512	572	585	540	649	1,048			6,068	606.8	76%	735		
14	<b>TOTAL CONTACTS</b>	<b>26</b>	<b>23</b>	<b>28</b>	<b>25</b>	<b>17</b>	<b>16</b>	<b>16</b>	<b>17</b>	<b>14</b>	<b>14</b>	<b>14</b>			<b>196</b>	<b>19.6</b>	<b>1</b>	<b>22.5</b>		
15	Business Association Meetings Attended	12	11	13	15	12	12	14	10	9	11	9			121	12.1	62%	13.10		
16	Neighborhood Association Meetings Attended	2	1	1	0	1	1	0	0	1	0	1			7	0.7	4%	0.33		
17	Number of Merchants Visited	4	0	4	1	0	0	0	0	0	0	2			9	0.9	5%	15.00		
18	Number of Institutional and/or Public Official Meetings	6	11	10	9	4	3	2	7	4	3	2			59	5.9	30%	7.60		
19	Number of Parking Customers Contacted (intercept surveys, survey document responses) (Analyst)	0	0	0	1	2	0	1	0	2	0	0			6	1	N/A	0.16		
<b>Parking Meter In-Service Rates (% of time)</b>																				
20	Single-Space Meters	99.8%	99.8%	99.7%	99.8%	99.8%	99.9%	99.8%	99.9%	99.8%	99.7%	99.9%		98-99% (A)	N/A	99.8%	N/A	99.7%		
21	Multi-Space Meters	99.9%	99.8%	99.8%	99.8%	99.9%	99.9%	99.9%	99.9%	99.9%	99.8%	99.9%		98-99% (A)	N/A	99.9%	N/A	99.3%		
<b>Average Response Time to Address Meter Complaint (Hours)</b>																				
23	Single-Space Meters (IPS)	4.52	2.28	4.31	5.8	5.08	3.7	3.44	2.79	4.08	4.72	3			N/A	4.1	N/A	3.00		
24	Multi-Space Meters (LUKE)	3.7	3.25	5.19	5.8	3.81	2.7	4.16	3.14	3.87	4.8	3.26			N/A	4.0	N/A	3.86		
25	Number of Citation Appeal Hearings	4	15	16	12	11	5	5	8	17	28	18			121	12.1	100%	10.66		
26	Number of Citations Dismissed or Reduced to Warning	2	10	3	4	3	3	2	3	10	10	8			50	5.0	41%	4.08		
27	Number of Requested Citation Administrative Appeals	81	122	96	92	88	69	84	155	151	163	91			1101	110.1	100%	132.50		
28	Number of Citations Administratively Dismissed or Reduced to Warning	37	59	46	31	40	33	50	59	45	61	29			461	46.1	42%	51.66		
<b>PARKING MANAGEMENT EFFECTIVENESS</b>																				
29	Number of Parking Activity Surveys Conducted (TOTAL)	31	31	31	31	31	31	31	31	31	31	31			310	31.0	100%	31		
30	Parking Occupancy and Availability	30	30	30	30	30	30	30	30	30	30	30			300	30.0	97%	30		
31	Parking Turnover	1	1	1	1	1	1	1	1	1	1	1			10	1.0	3%	1		
32	Downtown Meter Turnover Rate	189%	211%	245%	222%	217%	198%	148%	131%	144%	155%	222%		67-140% (B)	N/A	186.0%	N/A	201%		
33	Parking Vacancy Rate in Neighborhoods	62%	56%	61%	50%	65%	69%	73%	64%	50%	48%	60%			N/A	59.8%	N/A	58%		
34	Meter Occupancy Rate by Survey	35%	32%	31%	36%	29%	28%	33%	30%	38%	29%	28%		93-95% (C)	N/A	32.1%	N/A	35%		
35	Paid Legal Meter Occupancy Rate by Meter Revenue	23.5%	33.8%	27.1%	28.0%	23.0%	20.6%	19.8%	23.2%	27.0%	26.0%	26.7%		60-85% (D)	N/A	25.2%	N/A	30%		
36	Safety Zone Violation Rate	5.4%	4.0%	4.2%	6.1%	3.8%	5.3%	4.3%	6.0%	7.5%	5.8%	6.30%		25-33% (E)	N/A	5.2%	N/A	7%		
37	Loading Zone Violation Rate	1.5%	1.6%	0.9%	0.5%	1.2%	1.3%	0.6%	1.5%	0.5%	0.8%	1.0%			N/A	1.0%	N/A	1%		
<b>PARKING OPERATIONS EFFICIENCY</b>																				
38	Number of Parking Violation Surveys Conducted	30	30	30	30	30	30	30	30	30	30	30			300	30.0	100%	30.00		
39	Violation Capture Rate (Meters & RPP)	8%	14%	9%	13%	7%	7%	12%	10%	14%	7%	12%		10-25% (F)	N/A	10%	N/A	0.14		
40	Total Net Patrol Hours	727	683	633	546	610	589	515	633	520	593	521			6049	605	N/A	717.00		
41	Average Net Patrol Hours per Officer	146	137	158	137	153	147	129	158	130	148	130			N/A	144	N/A	128.00		
42	Number of Letters Mailed	4,354	3,553	3,829	3,699	3,563	2,721	2,427	5,328	3,972	4,301	4,522			37,747	3,775	N/A	4511.00		
43	Total Amount Due from Top 20 Scofflaws	\$15,069	\$15,781	\$15,547	\$14,541	\$14,413	\$14,383	\$14,493	\$14,503	\$14,618	\$14,494	\$14,780			N/A	\$14,784	N/A	\$ 13,491.00		
44	Parking Ticket Collection Rate (1-year running average)	84.37%	85.17%	85.17%	85.15%	84.87%	84.93%	85.07%	84.57%	84.04%	82.33%	84.04%			N/A	84.6%	N/A	80%		

LFCPA and LEXPAK Key Performance Indicators

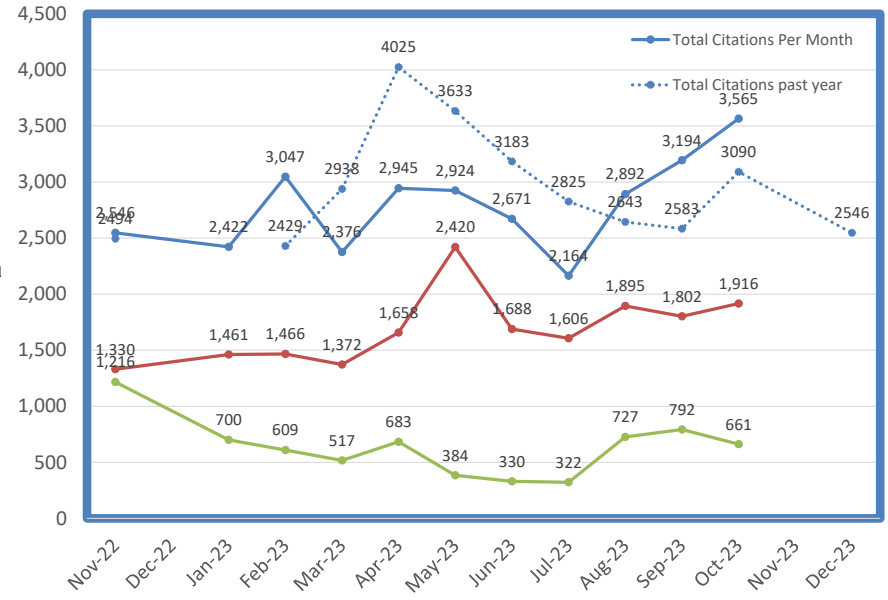
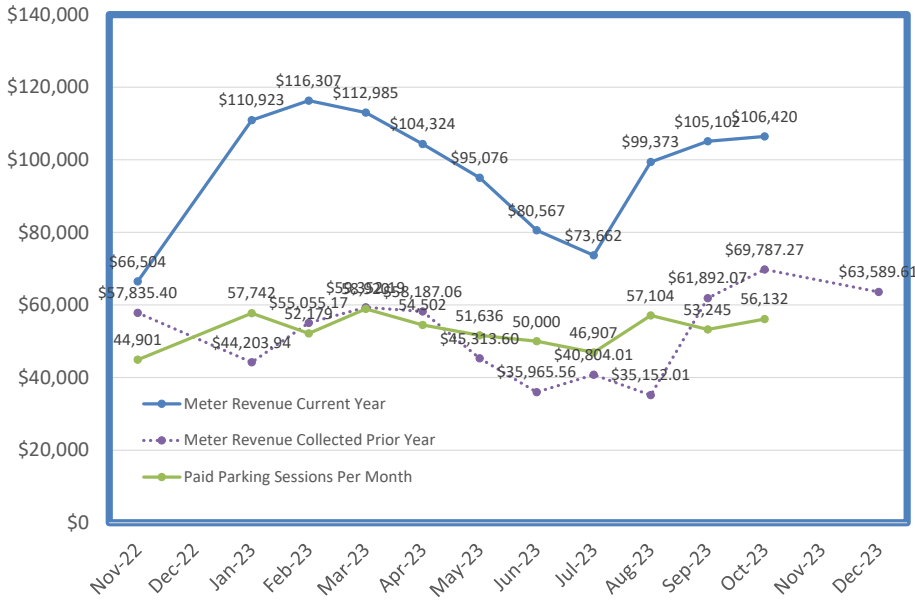
User-input variable cells.

Totals for underlying cells.

REVENUE STREAM INTEGRITY and SECURITY	
<b>Activity Levels</b>	
21	Paid Parking Sessions Per Month
22	Meter Revenue Collected Per Month
23	Total Citations Per Month
24	Overtime Meter Citations
25	Safety and All Other Citations
26	Quality of Life
27	Value of Citations
<b>Average Meter Payment</b>	
31	Average Meter Payment (LUKE & IPS)
32	Multi Space Meters - Average Meter Payment
33	Single Space Meters - Average Meter Payment
<b>Credit Card Usage and Forms of Payment</b>	
34	LUKE (Credit Card Percent of transactions)
35	Average CC transaction
36	IPS (CC as a percent of transactions)
37	Average CC transaction
38	Pay by Phone (as a meter payment transaction)
39	T2 text to pay
<b>Meter Occupancy Rates by Zones</b>	
40	Low 0-30% (9, 12, 13)
41	Medium 30-60% (1, 2, 3, 5, 6, 7, 10, 11, 14, 15, 16)
42	High 60% or more (4, 8)
<b>Meter Occupancy Rates by Areas</b>	
43	Downtown 1, 2, 3, 4, 5, 8, 9, 11, 12, 13,
44	UK Campus (6, 7, 10)
45	Chevy Chase (15)

Note	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-22	Dec-23	TOTAL	AVERAGE	Percent of Total
	57,742	52,179	58,920	54,502	51,636	50,000	46,907	57,104	53,245	56,132	44,901		538,367.0	53,836.7	N/A
	\$110,923	\$116,307	\$112,985	\$104,324	\$95,076	\$80,567	\$73,662	\$99,373	\$105,102	\$106,420	\$66,504		\$1,004,739	\$100,474	N/A
	2,422	3,047	2,376	2,945	2,924	2,671	2,164	2,892	3,194	3,565	2,546		28,200	2,820.0	N/A
	1,461	1,466	1,372	1,658	2,420	1,688	1,606	1,895	1,802	1,916	1,330		17,284	1,728.4	N/A
	700	609	517	683	384	330	322	727	792	661	1,216		5,725	572.5	N/A
	125	188	359	510	405	267	192	268	523	470	N/A		3,307	330.7	N/A
	\$58,790	\$54,715	\$50,265	\$54,550	\$48,755	\$42,990	\$41,220	\$58,645	\$71,960	\$70,130	\$49,110		\$552,020	\$55,202	N/A
	\$1.89	\$1.94	\$1.80	\$1.84	\$1.71	\$1.67	\$1.67	\$1.80	\$1.94	\$1.87	\$1.44		N/A	\$1.81	N/A
	\$2.50	\$2.55	\$2.45	\$2.64	\$2.32	\$2.27	\$2.24	\$2.42	\$2.58	\$2.53	\$1.96		N/A	\$2.45	N/A
	\$1.27	\$1.27	\$1.17	\$1.16	\$1.19	\$1.16	\$1.15	\$1.18	\$1.17	\$1.18	\$0.90		N/A	\$1.19	N/A
	46.3%	46.3%	46.9%	46.6%	48.0%	48.1%	47.0%	46.0%	43.7%	43.0%	44.9%		N/A	46.2%	N/A
	\$2.71	\$2.77	\$2.67	\$2.69	\$2.56	\$2.50	\$2.50	\$2.61	\$2.67	\$2.66	\$2.13		N/A	\$2.6	N/A
	30.0%	31.0%	28.7%	28.1%	28.2%	27.6%	28.0%	28.0%	28.7%	27.0%	23.5%		N/A	28.5%	N/A
	\$2.32	\$2.32	\$2.19	\$2.19	\$2.19	\$2.22	\$2.13	\$2.18	\$2.15	\$2.17	\$1.70		N/A	\$2.21	N/A
	24.6%	27.5%	22.7%	22.1%	21.4%	20.0%	20.0%	19.8%	22.7%	22.4%	21.4%		N/A	22.3%	N/A
	4.0%	5.5%	4.8%	5.1%	4.2%	5.0%	4.2%	5.5%	7.1%	7.4%	3.9%		N/A	5.3%	N/A
	11%	7%	10%	6%	7%	5%	3%	4%	8%	6%	8%		N/A	6.7%	N/A
	18%	23%	21%	17%	17%	12%	14%	11%	17%	13%	20%		N/A	16.3%	N/A
	55%	59%	66%	60%	57%	69%	55%	66%	67%	60%	62%		N/A	61.4%	N/A
	64%	60%	62%	67%	61%	52%	62%	60%	55%	52%	48%		N/A	59.5%	N/A
	45%	48%	45%	44%	50%	41%	34%	52%	61%	61%	42%		N/A	48.1%	N/A
	35%	29%	26%	31%	22%	33%	28%	31%	22%	25%	20%		N/A	28.2%	N/A

Meter Revenue and Citations Per Month





**ON STREET BY THE NUMBERS**  
Calendar

	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Calendar AVG	FY '22 AVG	FY '21 AVG	FY '20 AVG
1 Violations Cited	3,398	3,047	2,923	2,945	2,951	2,647	2,391	3,305	3,426	3,565			3,060	2,976	2,997	3,345
2 Actual Citations (exc voids & warnings)	2,456	2,408	2,377	2,518	2,443	2,176	2,171	2,892	3,201	3,298			2,594	2,777	2,817	3,125
3 Value of Actual Citations	\$ 58,790	\$ 54,715	\$ 50,265	\$ 54,550	\$ 48,755	\$ 42,990	\$ 41,375	\$ 58,675	\$ 72,100	\$ 70,130			\$ 55,235	\$ 60,455	\$ 63,128	\$ 72,995
4 Citations Paid	1,982	2,036	2,139	1,974	2,087	1,828	1,737	2,269	2,238	2,713			2,100	2,342	2,241	2,461
5 Percentage of Citations Paid	80.70%	84.60%	90.00%	78.40%	85.40%	84.00%	80.00%	78.50%	69.90%	82.30%			81.38%	84.29%	78.81%	82.57%
6 Value of Citations Paid	\$ 58,678	\$ 59,861	\$ 58,108	\$ 54,793	\$ 56,303	\$ 48,174	\$ 42,329	\$ 57,140	\$ 57,453	\$ 72,933			\$ 56,577	\$ 66,278	\$ 64,016	\$ 69,596
7 Warnings Issued	911	596	568	447	488	484	201	385	193	249			452	175	152	176
8 Voids	35	45	20	24	23	13	31	37	34	20			28	32	39	50
9 Citation Void Percentage	1.0%	1.5%	0.7%	0.8%	0.8%	0.5%	1.30%	1.1%	1.0%	0.6%			0.9%	1.0%	1.4%	1.5%
10 Meter Revenue Collected	\$110,923	\$ 116,307	\$ 112,985	\$ 104,324	\$ 95,076	\$ 80,567	\$ 73,662	\$ 99,373	\$ 105,102	\$ 106,420			\$ 100,474	\$ 70,857	\$ 65,755	\$ 81,861
11 Avg Meter Rev Collected per Work Day	\$ 5,546	\$ 6,121	\$ 4,912	\$ 5,216	\$ 4,322	\$ 3,662	\$ 3,683	\$ 4,321	\$ 5,005	\$ 5,068			\$ 4,786	\$ 3,386	\$ 3,125	\$ 3,752
12 RPPP's Sold	38	31	30	11	24	16	736	697	60	91			173	154	163	163
13 Value of RPP Permits	\$ 377	\$ 329	\$ 318	\$ 102	\$ 254	\$ 170	\$ 7,712	\$ 7,388	\$ 625	\$ 965			\$ 1,824	\$ 1,535	\$ 1,624	\$ 1,630
14 Monthly Permit Revenue	\$ 11,877	\$ 8,050	\$ 9,705	\$ 7,270	\$ 10,396	\$ 4,865	\$ 7,467	\$ 8,443	\$ 9,146	\$ 9,978			\$ 8,720	\$ 7,759	\$ 9,029	\$ 6,654
15 Value of Bagged Meters	\$ 17,193	\$ 8,173	\$ 2,192	\$ 6,432	\$ 3,482	\$ 1,265	\$ 6,741	\$ 734	\$ 1,601	\$ 651			\$ 4,846	\$ 9,733	\$ 7,134	\$ 5,300
16 New Meters Added or Removed	-	-	-	-	-	-	-	-	-	-			-	(7)	6	(1)
17 Single Space Meters	422	422	422	422	422	422	422	422	427	427			423	466	605	699
18 Mult-Space Meters	97	97	97	97	97	97	97	97	98	98			97	95	78	65
19 Metered Space Count	1,208	1,208	1,208	1,208	1,208	1,208	1,208	1,208	1,207	1,207			1,208	1,248	1,275	1,261
20 Vehicles Booted	78	54	78	56	61	62	38	37	38	38			54	50	33	29
21 Booting Fees	\$ 7,020	\$ 4,860	\$ 7,020	\$ 5,040	\$ 5,490	\$ 5,580	\$ 3,420	\$ 3,330	\$ 3,420	\$ 3,420			\$ 4,860	\$ 4,466	\$ 2,838	\$ 2,123
22 Total Revenue Collected	\$ 206,068	\$ 197,579	\$ 190,328	\$ 177,961	\$ 171,001	\$ 140,620	\$ 141,330	\$ 176,409	\$ 177,347	\$ 194,367	\$ -	\$ -	\$ 177,301	\$ 160,629	\$ 150,396	\$ 190,376



## LEXPARK VOID SUMMARY

### Voided Citations By Officer

	CY '23	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	CAL YTD
	Issuing Officer													
1	2013	1	1	-	-	-	-	5	2	9	-	-	-	18
2	21081203	1	-	-	2	1	-	-	4	-	-	-	-	8
3	2081	2	4	2	6	2	2	5	2	-	1	-	-	26
4	2082	5	10	5	4	12	6	5	4	7	9	-	-	67
5	2098	-	-	-	-	-	-	-	-	-	-	-	-	-
6	2103	-	-	-	-	-	-	-	1	-	-	-	-	1
7	2117	-	-	1	-	-	-	-	-	-	-	-	-	1
8	2119	-	-	-	-	-	-	-	-	-	-	-	-	-
9	2120	-	-	1	-	-	-	-	-	-	-	-	-	1
10	2122	-	-	-	-	-	-	-	-	-	-	-	-	-
11	2124	-	-	-	-	-	-	-	-	-	-	-	-	-
12	2147	15	19	4	1	-	-	-	-	-	-	-	-	39
13	(2130) 2142	-	-	-	-	-	-	-	-	-	-	-	-	-
14	2146	4	9	4	4	3	1	-	1	-	-	-	-	26
15	2141	7	2	1	7	5	3	2	10	9	4	-	-	50
16	2133	-	-	2	-	-	-	-	-	-	1	-	-	3
17	2137	-	-	-	-	-	-	-	-	-	-	-	-	-
18	2138	-	-	-	-	-	-	-	-	-	-	-	-	-
19	2150	-	-	-	-	-	1	14	13	9	5	-	-	42
20	% Voids	1.03%	1.48%	0.68%	0.81%	0.78%	0.49%	1.30%	1.12%	0.99%	0.56%	-	-	0.78%
21	Total	35	45	20	24	23	13	31	37	34	20	-	-	240
22	Total Citations	3,398	3,047	2,923	2,945	2,951	2,673	2,391	3,305	3,426	3,565	-	-	30,624

### Voided Citations Summary By Reason

	CY '23	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	CAL YTD
	Void Type													
23	Administrative	4	6	4	5	3	2	9	8	11	2	-	-	54
24	TC Garage - mthly or pd when leaving	1	-	-	2	1	-	-	5	-	-	-	-	9
25	Customer Walk Up	-	-	-	1	-	-	-	3	1	2	-	-	7
26	Duplicate	11	3	2	3	3	3	1	4	4	4	-	-	38
27	Meter Malfunction	3	6	4	1	-	-	-	-	-	3	-	-	17
28	Pay By Phone	-	-	-	-	2	2	-	2	-	1	-	-	7
29	Officer Error	15	29	9	10	13	4	21	13	14	8	-	-	136
30	Test	-	-	-	-	-	-	-	1	-	-	-	-	1
31	Visitor	-	-	-	-	-	-	-	-	-	-	-	-	-
32	Printer Error/Stolen/Flex Error	-	-	-	-	-	-	-	-	4	-	-	-	4
33	Paid Other Luke	1	1	1	2	1	2	-	1	-	-	-	-	9
34	Void By Client Directive	-	-	-	-	-	-	-	-	-	-	-	-	-
35	Total	35	45	20	24	23	13	31	37	34	20	-	-	282



# Citations Aging Report

## Five-Year Report Ending November 1, 2023

Category	1-30	31-60	61-90	91-120	121-180	6M-1Y	1Y-2Y	2Y-3Y	3Y-4Y	4Y	Totals
<b>TOTALS</b>											
Count	1,539	783	563	499	766	2,280	5,289	5,296	5,681	896	23,592
Dollar Amt	\$45,740.00	\$31,785.00	\$20,290.00	\$17,915.00	\$31,478.75	\$98,742.50	\$242,572.62	\$239,250.66	\$241,058.75	\$37,045.50	\$1,005,878.78





# Citations Aging Report

## Five-Year Report Ending October 1, 2023

Category	1-30	31-60	61-90	91-120	121-180	6M-1Y	1Y-2Y	2Y-3Y	3Y-4Y	4Y	Totals
<b>TOTALS</b>											
Count	1,580	701	517	388	871	2,236	5,624	5,060	5,989	993	23,959
Dollar Amt	\$47,260.00	\$24,940.00	\$18,525.00	\$14,135.00	\$37,180.00	\$97,332.50	\$258,415.12	\$228,524.41	\$252,736.75	\$41,255.00	\$1,020,303.78



## OFF STREET BY THE NUMBERS Calendar 2023

	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	CAL YTD AVG	FY '22 AVG	FY '21 AVG
<b>MONTHLY CARD HOLDERS BILLED</b>															
1 Victorian Square	418	420	423	429	433	429	464	478	468	441			440	390	407
2 Transit Center	1,087	1,088	1,094	1,099	1,108	1,105	1,071	1,095	1,090	1,086			1,092	1,081	1,074
3 Courthouse	243	238	240	240	261	260	259	266	269	268			254	236	218
4 Helix	420	412	406	397	387	386	386	411	403	410			402	399	403
5 TOTAL	2,168	2,158	2,163	2,165	2,189	2,180	2,180	2,250	2,230	2,205	-	-	1,824	1,931	2,102
<b>Hospitality Rate (\$20 Included Above)</b>															
	72	84	80	79	84	96	95	97	102	104			89	21	14
<b>TOTAL AVAILABLE FOR MONTHLY</b>															
6 Victorian Square (384)	13	11	8	2	2	6	-	-	10	37			9	21	5
7 Transit Center (777)	8	7	-	-	-	-	-	-	5	6			3	-	-
8 Courthouse (518)	20	25	17	17	7	8	9	2	-	3			11	16	33
9 Helix (389)	-	8	14	23	13	14	14	-	8	1			10	11	4
10 TOTAL (2068)	41	51	39	42	22	28	23	2	23	47	-	-	27	44	42
<b>SPECIAL EVENTS WORKED - VS</b>															
11	17	15	17	18	6	7	8	9	18	17			13	8	6
<b>VALIDATIONS SOLD - ALL GARAGES</b>															
12	730	640	1,565	2,776	2,586	2,064	800	580	790	1,370			1,390	819	1,194
<b>AVERAGE DAILY TRANSACTIONS</b>															
13 Victorian Square	219	219	259	317	277	267	235	213	230	225			246	265	212
14 Transit Center	13	14	11	7	7	6	5	5	14	14			10	8	8
15 Courthouse	129	130	152	131	137	127	131	132	142	146			136	125	99
16 Helix	323	343	388	344	371	353	335	387	359	359			356	324	184
17 TOTAL	684	706	810	799	792	753	706	737	745	744			748	722	503
<b>AVERAGE LENGTH OF STAY - HOURS</b>															
18 Victorian Square	2.8	2.7	2.5	2.4	2.3	2.4	2.3	2.3	2.9	2.7			2.5	1.9	2.0
19 Transit Center	2.2	2.3	3.0	2.5	2.8	2.9	2.8	2.9	2.6	2.8			2.7	2.7	3.0
20 Courthouse	2.1	2.2	2.1	2.2	2.3	2.2	2.2	2.2	2.2	2.1			2.2	1.8	2.0
21 Helix	0.8	0.9	0.9	0.9	0.9	0.9	1.0	0.8	0.9	0.8			0.9	0.7	1.0
22 TOTAL	1.9	2.0	2.1	2.0	2.1	2.1	2.1	2.1	2.1	2.1	#DIV/0!	#DIV/0!	2.1	1.8	1.7
<b>AVERAGE TRANSACTION AMOUNT</b>															
23 Victorian Square	\$ 8.13	\$ 8.12	\$ 7.59	\$ 7.34	\$ 6.97	\$ 7.02	\$ 6.49	\$ 6.63	\$ 8.28	\$ 7.83			\$ 7.44	\$ 7.22	\$ 7.27
24 Transit Center	\$ 4.65	\$ 4.82	\$ 5.71	\$ 4.96	\$ 5.60	\$ 5.75	\$ 5.75	\$ 5.74	\$ 5.09	\$ 5.40			\$ 5.35	\$ 5.24	\$ 5.38
25 Courthouse	\$ 4.21	\$ 4.40	\$ 4.29	\$ 4.46	\$ 4.52	\$ 4.42	\$ 4.40	\$ 4.48	\$ 4.34	\$ 4.14			\$ 4.37	\$ 3.53	\$ 3.26
26 Helix	\$ 2.27	\$ 2.52	\$ 2.61	\$ 2.56	\$ 2.53	\$ 3.08	\$ 2.82	\$ 2.46	\$ 2.55	\$ 2.50			\$ 2.59	\$ 2.27	\$ 2.90
27 TOTAL	4.8	5.0	5.1	4.8	4.9	5.1	4.9	4.8	5.1	5.0	#DIV/0!	#DIV/0!	\$ 4.94	\$ 4.56	\$ 4.70

**Aged Balances - 54-301 Helix Garage**

Ending Balances as of 11/1/2023

Account	Current	30 Days	60 Days	90 Days	Total Due	
96305 GRAY CONSTRUCTION	\$3,858.40	\$3,858.40	\$0.00	\$0.00	\$7,716.80	CONTACTED, PROCESSING
<b>Report Totals</b>	<b>\$3,858.40</b>	<b>\$3,858.40</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$7,716.80</b>	

**Aged Balances - 52-301 Transit Center Garage**

Ending Balances as of 11/1/2023

Account	Current	30 Days	60 Days	90 Days	Total Due	
56330 GRAY CONSTRUCTION	\$25,391.24	\$25,391.24	\$25,391.24	\$0.00	\$76,173.72	CONTACTED, PROCESSING
<b>Report Totals</b>	<b>\$25,391.24</b>	<b>\$25,391.24</b>	<b>\$25,391.24</b>	<b>\$0.00</b>	<b>\$76,173.72</b>	

**Aged Balances - 51-301 Victorian Square Garage**

Ending Balances as of 11/1/2023

Account	Current	30 Days	60 Days	90 Days	Total Due	
96422 CHARLES McKESSON	\$95.40	\$95.40	\$0.00	\$0.00	\$190.80	BLOCKED, HAVE CONTACTED
100538 Tara Campbell	\$95.40	\$95.40	\$0.00	\$0.00	\$190.80	BLOCKED, HAVE CONTACTED
<b>Report Totals</b>	<b>\$190.80</b>	<b>\$190.80</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$381.60</b>	

**Aged Balances - 53-301 Courthouse Garage**

Ending Balances as of 11/1/2023

Account	Current	30 Days	60 Days	90 Days	Total Due	
96441 GRAY CONSTRUCTION	\$2,385.00	\$2,385.00	\$0.00	\$0.00	\$4,770.00	CONTACTED, PROCESSING
<b>Report Totals</b>	<b>\$2,385.00</b>	<b>\$2,385.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,770.00</b>	

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

**12**

Substantially All Disclosures Omitted

	As Of 09/30/23	As Of 09/30/22	Variance 09/30/23
<b>Assets</b>			
Current Assets			
Cash and cash equivalents	\$ 846,130	\$ 2,016,611	\$ (1,170,481)
Accounts receivable	115,337	59,985	55,352
Lease Receivable	103,437	124,492	(21,055)
Restricted cash and cash equivalents			
Investments-Truist - Garage Maintenance Reserve	555,909	3,667	552,242
Investments-Truist - Short-Term CAMP*	516,980	1,510,484	(993,503)
Investments-Truist - Long-Term CAMP*	1,900,000	1,900,000	0
Investments-Truist - Unrealized G/L	(5,393)	(21,758)	16,365
Total Restricted Cash & Equivalents	<u>2,967,497</u>	<u>3,392,393</u>	<u>(424,896)</u>
Total Current Assets	<u>4,032,401</u>	<u>5,593,481</u>	<u>(1,561,080)</u>
Non-Current Assets			
Property & equipment, net	19,355,612	18,800,585	555,026
Intangible Assets, net	9,439	22,026	(12,586)
Construction in Progress	301,695	264,882	36,813
Total Non-Current Assets	<u>19,666,746</u>	<u>19,087,493</u>	<u>579,253</u>
<b>Total Assets</b>	<b><u>\$ 23,699,147</u></b>	<b><u>\$ 24,680,974</u></b>	<b><u>\$ (981,827)</u></b>
<b>Total Liabilities, Deferred Inflows of Resources, and Net Position</b>			
Current Liabilities			
Accounts payable and accrued liabilities	\$ 187,408	\$ 251,140	\$ (63,732)
Sales Tax Payable	19,537	0	19,537
Lease Liability	9,747	22,158	(12,411)
Compensated absences	5,894	11,926	(6,032)
Deposits payable	3,639	3,457	182
Note payable	0	1,903,248	(1,903,248)
Total Current Liabilities	<u>226,225</u>	<u>2,191,929</u>	<u>(1,965,703)</u>
Non-Current Liabilities			
Compensated absences	5,895	11,925	(6,032)
Deposits Payable	3,072	3,254	(182)
Total Non-Current Liabilities	<u>8,967</u>	<u>15,179</u>	<u>(6,214)</u>
Total Liabilities	<u>235,192</u>	<u>2,207,108</u>	<u>(1,971,917)</u>
Deferred Inflow of Resources			
Deferred Lease Revenue	100,646	121,233	(20,586)
Net Position			
Investment in capital assets	19,877,930	17,162,221	2,715,709
Restricted	2,967,497	3,402,278	(434,780)
Unrestricted	517,883	1,788,134	(1,270,253)
Total Net Position	<u>23,363,309</u>	<u>22,352,633</u>	<u>1,010,676</u>
<b>Total Liabilities, Deferred Inflows of Resources, and Net Position</b>	<b><u>\$ 23,699,147</u></b>	<b><u>\$ 24,680,974</u></b>	<b><u>\$ (981,827)</u></b>

No assurance is provided on these financial statements.

\*Capital Asset Management Plan

**Lexington and Fayette County Parking Authority**  
**Statement of Cash Flows**

Substantially All Disclosures Omitted

	Month To Date 9/30/2023	Year To Date 9/30/2023
<b>Cash Flows from Operating Activities</b>		
Payments received from parking customers	\$ 425,310	\$ 1,189,467
Cash received from commercial property renters	3,766	19,167
Payments to suppliers for goods and services	(855,492)	(1,294,020)
Payments to employees for services	(50,850)	(68,979)
Payments to LFUCG	(2,304)	(7,679)
	<b>(479,570)</b>	<b>(162,044)</b>
<b>Cash Flows from Capital and Related Financing Activities</b>		
Payments on note payable	-	-
Purchases of capital assets	-	(301,695)
	-	<b>(301,695)</b>
<b>Cash Flows From Investing Activities</b>		
Redemptions of restricted cash equivalents	-	-
Income earned (lost) on restricted cash and cash equivalents	44,223	47,977
	<b>44,223</b>	<b>47,977</b>
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	<b>(435,347)</b>	<b>(415,762)</b>
<b>Cash and Cash Equivalents, Beginning of Period</b>	<b>1,281,477</b>	<b>1,261,892</b>
<b>Cash and Cash Equivalents, End of Period</b>	<b>\$ 846,130</b>	<b>\$ 846,130</b>
<b>Reconciliation of Change in Net Position to Net Cash Provided by Operating Activities</b>		
Change in net position	\$ 109,236	\$ 138,444
<b>Adjustments to Reconcile Change in Net Position to Net Cash Provided by Operating Activities:</b>		
Depreciation and amortization	70,057	210,171
Interest on cash and cash equivalents	(56,383)	(82,748)
Interest from deferred inflows	(206)	(881)
<b>Change in Assets and Liabilities:</b>		
Accounts receivable	6,772	(24,941)
Accounts payable and accrued liabilities	(607,977)	(398,889)
Lease liabilities	(1,069)	(3,200)
Security deposits	-	-
Compensated absences	-	-
	<b>(479,570)</b>	<b>(162,044)</b>
<b>Net Cash Provided by Operating Activities</b>	<b>\$ (479,570)</b>	<b>\$ (162,044)</b>

No assurance is provided on these financial statements.

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

Substantially All Disclosures Omitted

	Month End 9/30/2023	Month End 9/30/2023	Variance 9/30/2023	FYTD 9/30/2023	FYTD 9/30/2023	Variance 9/30/2023	Annual Budget 6/30/2024	
	Actual	FYE Budget		Actual	FYE Budget		FYE Budget	
<b>Revenue</b>								
Revenue OnStreet								
1	Parking - Monthly Rental	\$ 10,237	\$ 9,300	\$ 937	\$ 42,017	\$ 37,300	\$ 4,717	\$ 124,400
2	Parking - Meter Collections	98,845	105,500	(6,655)	269,042	298,500	(29,458)	1,227,000
3	Parking - Citations	60,866	70,000	(9,134)	164,827	196,000	(31,173)	796,000
4	Overage/Shortage	1	0	1	(20)	0	(20)	0
5	Total Revenue OnStreet	169,949	184,800	(14,851)	475,866	531,800	(55,934)	2,147,400
Revenue OffStreet								
6	Parking - Monthly Rental	136,010	135,327	683	432,470	405,981	26,489	1,623,924
7	Parking - Transient Rental	78,031	78,729	(698)	245,501	231,505	13,996	959,263
8	Parking - Event	27,466	15,817	11,649	47,817	35,288	12,529	273,609
9	Parking - Validations	6,442	4,855	1,587	11,723	13,110	(1,387)	45,205
10	Parking - Citations	80	60	20	260	90	170	1,115
11	Overage/Shortage	560	0	560	771	0	771	0
12	Total Revenue OffStreet	248,589	234,788	13,801	738,542	685,974	52,568	2,903,116
13	Commercial Property Revenue	(1,766)	1,096	(2,862)	(1,618)	3,288	(4,906)	13,143
14	Lease Revenue	5,532	6,928	(1,397)	20,785	20,785	0	71,856
15	Total Revenue	422,304	427,612	(5,309)	1,233,575	1,241,847	(8,272)	5,135,515
<b>Operating Expenses</b>								
OnStreet Operating Expenses								
16	PCI Operating Expenses	84,699	89,957	5,259	268,794	269,871	1,077	1,079,475
17	Property & Casualty Excess Insurance	0	0	0	1,773	2,200	427	2,200
18	Bank & Credit Card Fees	9,585	10,000	414	24,386	30,000	5,614	120,000
19	Total OnStreet Operating Expenses	94,284	99,957	5,673	294,953	302,071	7,118	1,201,675
OffStreet Operating Expenses								
20	PCI Operating Expenses	89,331	108,131	18,801	308,859	324,386	15,527	1,297,565
21	Property & Casualty Excess Insurance	0	0	0	72,355	60,700	(11,655)	60,700
22	Bank & Credit Card Fees	3,770	3,750	(20)	11,576	11,250	(325)	45,000
23	Utilities	5,722	10,997	5,275	32,632	32,991	358	132,000
24	Total OffStreet Operating Expenses	98,823	122,878	24,056	425,422	429,327	3,905	1,535,265
25	Personnel Expenses	15,793	29,219	13,426	50,051	87,655	37,605	350,626
Administrative Expenses								
26	Property & Casualty Excess Insurance	0	0	0	25,994	23,200	(2,794)	23,200
27	Bank & Credit Card Fees	87	500	413	169	1,500	1,331	6,000
28	Other Professional Services	27,401	23,690	(3,711)	90,841	71,070	(19,772)	284,280
29	Telephone & Internet Service	278	341	63	836	1,023	187	4,100
30	Business Travel & Training	12,602	3,109	(9,493)	13,731	9,327	(4,403)	37,300
31	Dues Subscriptions & Publications	0	375	375	639	1,125	485	4,500
32	Office Supplies	1,657	675	(983)	1,886	2,025	139	8,100
33	Office Machines & Equipment	0	266	266	0	798	798	3,200
34	Office Repairs & Maintenance	0	125	125	78	375	296	1,500
35	Lease Interest Expense	28	27	0	90	89	0	211
36	Operating Contingency	0	21,334	21,334	0	64,002	64,002	256,000
37	Total Administrative Expenses	42,053	50,442	8,389	134,264	174,534	40,270	628,391
38	Total Operating Expenses	250,953	302,496	51,544	904,690	993,587	88,898	3,715,957
Change in Net Position Before Capital &								
39	Other Financing	171,351	125,116	46,235	328,885	248,260	80,626	1,419,558
<b>Expenses For Capital Assets</b>								
40	Depreciation & Amortization	69,008	62,501	(6,507)	207,024	187,491	(19,534)	750,000
41	Lease Amortization	1,049	1,096	47	3,147	3,288	141	13,158
42	Total Expenses For Capital Assets	70,057	63,597	(6,460)	210,171	190,779	(19,393)	763,158
<b>Other Financing Sources</b>								
43	Interest Income	13,229	4,334	8,895	40,296	13,002	27,295	52,000
44	Lease Interest Income	206	375	(169)	881	1,125	(244)	4,500
45	Unrealized Gain (Loss) on Investments	39	834	(796)	(663)	2,502	(3,165)	10,000
46	Total Other Financing Sources	13,474	5,543	7,930	40,514	16,629	23,886	66,500
47	<b>Total Change in Net Position</b>	<b>\$ 114,768</b>	<b>\$ 67,062</b>	<b>\$ 47,705</b>	<b>\$ 159,228</b>	<b>\$ 74,110</b>	<b>\$ 85,119</b>	<b>\$ 722,900</b>

No assurance is provided on these financial statements.



**Lexington And Fayette County Parking Authority**  
**Monthly Management Report**  
**L301 Consolidated Off-street**



**A**

For the Month Ending Sep 30, 2023

	Period to Date			Year to Date			
	Actual	Budget	Fav (Unfav)	Actual	% of Rev	Budget	Fav (Unfav)
<b>Revenue</b>							
Transient	83,257	78,730	4,527	264,151	36%	231,505	32,647
Permit/Monthly Billing	87,208	135,327	(48,119) A	414,722	56%	405,981	8,741
Stamp/Validation Billing	6,829	4,855	1,974	13,461	2%	13,110	352
Events	29,113	15,817	13,296 B	49,651	7%	35,288	14,363
Violation & Booting Revenue	80	60	20	270	0%	90	180
Over & Short	611	-	611	707	0%	-	707
<b>Total Revenue</b>	<b>207,098</b>	<b>234,789</b>	<b>(27,692)</b>	<b>742,964</b>		<b>685,973</b>	<b>56,990</b>
<b>Payroll</b>							
Salaries & Wages	37,914	38,110	195	114,185		114,329	144
Payroll Taxes	5,308	5,526	218	13,654		16,578	2,924
Workers Comp Ins	2,881	2,622	(260)	8,164		7,866	(298)
Employee Health Ins	4,382	3,873	(509)	14,078		11,619	(2,459)
Liability Insurance	4,101	4,271	170	12,304		12,813	509
<b>Total Payroll</b>	<b>54,587</b>	<b>54,401</b>	<b>(186)</b>	<b>162,385</b>	<b>59%</b>	<b>163,204</b>	<b>819</b>
<b>Field</b>							
Uniform	257	248	(9)	387		744	357
Hiring/Training	-	147	147	-		440	440
Repairs - Off-Street	5,654	4,453	(1,201)	14,150		13,359	(791)
Vehicle Expense	1,580	382	(1,198) C	2,256		1,146	(1,110)
Software Application	140	6,293	6,153	9,268		22,229	12,961
Snow Removal	-	-	-	-		-	-
Professional Services/Fees	6,023	20,714	14,691	50,739		62,142	11,403
Fuels	171	128	(43)	1,088		384	(704)
Repairs - Sweeper	214	178	(36)	642		535	(107)
General Supplies	3,943	1,572	(2,371) D	7,354		4,715	(2,639)
Elevator Maintenance	2,663	2,476	(186)	8,238		7,429	(809)
<b>Total Field</b>	<b>20,643</b>	<b>36,591</b>	<b>15,948</b>	<b>94,123</b>	<b>34%</b>	<b>113,123</b>	<b>19,001</b>
<b>Office</b>							
Communications	3,468	1,436	(2,032)	7,090		4,308	(2,782)
Office Supplies	474	529	55	973		1,587	614
Printing & Design	60	82	22	264		246	(18)
Postage	318	125	(193)	381		375	(6)
<b>Total Office</b>	<b>4,401</b>	<b>2,172</b>	<b>(2,229)</b>	<b>8,951</b>	<b>3%</b>	<b>6,516</b>	<b>(2,435)</b>
<b>Miscellaneous</b>							
Base Management Fee	2,500	2,500	-	7,500		7,500	-
Incentive Management Fee	-	750	750	-		2,250	2,250
Dues & Subscription	299	416	117	953		1,248	295
<b>Total Miscellaneous</b>	<b>2,799</b>	<b>3,666</b>	<b>867</b>	<b>8,453</b>	<b>3%</b>	<b>10,998</b>	<b>2,545</b>
<b>Total Expenses</b>	<b>82,431</b>	<b>96,830</b>	<b>14,400</b>	<b>273,912</b>	<b>100%</b>	<b>293,841</b>	<b>19,929</b>
<b>Net Results From PCI Ops</b>	<b>124,667</b>	<b>137,959</b>	<b>(13,292)</b>	<b>469,052</b>		<b>392,133</b>	<b>76,920</b>

A. Monthly Billing shows a negative \$48,119 variance. Grey owes \$25,391 & the \$23k LFUCG mthly is paid quarterly.

B. Events show a positive variance of \$13,296. We had 18 events, includes 2 big concerts; Jonas Bros & Guns&Roses

C. Vehicle Expense was over budget \$1198. We paid Dever Golf Cart Sales \$927 for repairs and preventative mtce.

D. General Supplies has a negative variance of \$2371. We paid Flash Parking \$2131 for 2 touch screen assemblies.



**Lexington And Fayette County Parking Authority  
Monthly Management Report**

**L301 - 80 - On-Street**

**For the Month Ending Sep 30, 2023**



**B**

	Period to Date			Year to Date			
	Actual	Budget	Fav (Unfav)	Actual	% of Rev	Budget	Fav (Unfav)
<b>Revenue</b>							
Permit/Monthly Billing	9,771	9,300	471	40,791	8%	37,300	3,491
Meter Receipts	102,626	100,500	2,126	275,403	56%	283,500	(8,097)
Bag Rental Fees	1,601	5,000	(3,399) <b>A</b>	9,134	2%	15,000	(5,866)
Violation & Booting Revenue	60,866	70,000	(9,134) <b>B</b>	165,018	34%	196,000	(30,982)
Over & Short	634	-	634	511	0%	-	511
<b>Total Revenue</b>	<b>175,497</b>	<b>184,800</b>	<b>(9,303)</b>	<b>490,878</b>		<b>531,800</b>	<b>(40,922)</b>
<b>Expenses</b>							
<b>Payroll</b>							
Salaries & Wages	37,119	36,219	(900)	111,234		108,658	(2,576)
Payroll Taxes	5,197	5,255	59	13,214		15,766	2,552
Workers Comp Ins	2,821	2,492	(329)	7,906		7,476	(430)
Employee Health Ins	3,809	4,250	441	11,089		12,750	1,661
Liability Insurance	2,286	2,383	97	6,859		7,150	291
<b>Total Payroll</b>	<b>51,233</b>	<b>51,600</b>	<b>367</b>	<b>150,303</b>	<b>56%</b>	<b>151,800</b>	<b>1,497</b>
<b>Field</b>							
Uniform	269	390	121	1,255		1,170	(85)
Hiring/Training	-	85	85	-		255	255
Repairs - On-Street	2,490	5,748	3,258	12,778		17,244	4,466
Vehicle Expense	2,607	2,437	(170)	7,481		7,311	(170)
Software Application	17,261	11,345	(5,916) <b>C</b>	62,560		39,794	(22,766)
Professional Services/Fees	1,767	2,797	1,030	9,465		8,391	(1,074)
Fuels	174	155	(19)	525		465	(60)
General Supplies	322	1,060	738	1,264		4,180	2,916
<b>Total Field</b>	<b>24,890</b>	<b>24,017</b>	<b>(873)</b>	<b>95,328</b>	<b>36%</b>	<b>78,810</b>	<b>(16,518)</b>
<b>Office</b>							
Communications	106	825	719	1,457		2,475	1,018
Office Supplies	416	395	(21)	946		1,185	239
Printing & Design	2,637	1,250	(1,387) <b>D</b>	3,938		3,750	(188)
Postage	2,639	1,550	(1,089)	5,092		4,650	(442)
Employee Incentive	29	675	646	105		2,025	1,920
<b>Total Office</b>	<b>5,826</b>	<b>4,695</b>	<b>(1,131)</b>	<b>11,539</b>	<b>4%</b>	<b>14,085</b>	<b>2,546</b>
<b>Miscellaneous</b>							
Base Management Fee	2,000	2,000	-	6,000		6,000	-
Incentive Management Fee	1,099	1,583	484	3,775		4,753	978
Dues & Subscription	265	360	95	889		1,080	191
<b>Total Miscellaneous</b>	<b>3,365</b>	<b>3,943</b>	<b>578</b>	<b>10,664</b>	<b>4%</b>	<b>11,833</b>	<b>1,169</b>
<b>Total Expenses</b>	<b>85,313</b>	<b>84,255</b>	<b>(1,058)</b>	<b>267,833</b>	<b>100%</b>	<b>256,528</b>	<b>(11,306)</b>
<b>Net Results from PCI Ops</b>	<b>90,184</b>	<b>100,545</b>	<b>(10,361)</b>	<b>223,044</b>		<b>275,272</b>	<b>(52,228)</b>

A. Bag Rentals had neg. variance of \$3399. The average last year was \$6k/mth-dropping to \$5k/mth was not enough.

B. Violation/Booting Rev. under budget \$9134, too aggressive on the forecast-averaged \$63k/mth last year.

C. Software Apps were over budget \$5916 - We paid T2 two mths expenses that were Due 9/28 & 10/28.

D. Printing Design had neg. variance of \$1387 - Paid Graphic Tickets & Systems \$1829 for citation paper.



**Lexington/ Fayette Co Parking Authority**  
**Balance Sheet**  
**September 30, 2023**

ASSETS

Current Assets		
Cash - US Bank	\$	13,910.55
		<u>13,910.55</u>
Total Current Assets		13,910.55
Property and Equipment		
Building Improvements		81,518.30
		<u>81,518.30</u>
Total Property and Equipment		81,518.30
Other Assets		
		<u>0.00</u>
Total Other Assets		0.00
Total Assets	\$	<u><u>95,428.85</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Tenant Deposits	\$	3,782.00
		<u>3,782.00</u>
Total Current Liabilities		3,782.00
Long-Term Liabilities		
		<u>0.00</u>
Total Long-Term Liabilities		0.00
Total Liabilities		3,782.00
Capital		
Beginning Balance Equity	30,139.26	
Capital Contribution, Net	(360,700.00)	
Retained Earnings	408,473.55	
Net Income	13,734.04	
		<u>91,646.85</u>
Total Capital		91,646.85
Total Liabilities & Capital	\$	<u><u>95,428.85</u></u>

**Lexington/ Fayette Co Parking Authority**  
**Income Statement**  
**Compared with Budget**  
**For the Three Months Ending September 30, 2023**

	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	\$ 3,233.80	\$ 5,317.00	(2,083.20)	\$ 15,596.43	\$ 15,951.00	(354.57)
Income - Utilities	419.30	318.00	101.30	997.30	734.00	263.30
<b>Total Revenues</b>	<u>3,653.10</u>	<u>5,635.00</u>	<u>(1,981.90)</u>	<u>16,593.73</u>	<u>16,685.00</u>	<u>(91.27)</u>
<b>Cost of Sales</b>						
<b>Total Cost of Sales</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Gross Profit</b>	<u>3,653.10</u>	<u>5,635.00</u>	<u>(1,981.90)</u>	<u>16,593.73</u>	<u>16,685.00</u>	<u>(91.27)</u>
<b>Expenses</b>						
Property Management Fee	500.00	500.00	0.00	1,500.00	1,500.00	0.00
Office Supplies	59.14	34.00	25.14	126.22	102.00	24.22
Repair & Maintenance	1,232.21	500.00	732.21	1,232.21	1,100.00	132.21
Postage	1.26	5.00	(3.74)	1.26	5.00	(3.74)
<b>Total Expenses</b>	<u>1,792.61</u>	<u>1,039.00</u>	<u>753.61</u>	<u>2,859.69</u>	<u>2,707.00</u>	<u>152.69</u>
<b>Net Income</b>	<u>\$ 1,860.49</u>	<u>\$ 4,596.00</u>	<u>(2,735.51)</u>	<u>\$ 13,734.04</u>	<u>\$ 13,978.00</u>	<u>(243.96)</u>

**Lexington/ Fayette Co Parking Authority**  
**Statement of Cash Flow**  
**For the Three Months Ended September 30, 2023**

	Current Month	Year to Date
Cash Flows from operating activities		
Net Income	\$ 1,860.49	\$ 13,734.04
Adjustments to reconcile net income to net cash provided by operating activities		
Total Adjustments	<u>0.00</u>	<u>0.00</u>
Net Cash provided by Operations	<u>1,860.49</u>	<u>13,734.04</u>
 Cash Flows from investing activities		
Used For		
Net cash used in investing	<u>0.00</u>	<u>0.00</u>
 Cash Flows from financing activities		
Proceeds From		
Used For		
Capital Contribution, Net	<u>(15,000.00)</u>	<u>(15,000.00)</u>
Net cash used in financing	<u>(15,000.00)</u>	<u>(15,000.00)</u>
Net increase <decrease> in cash	<u>\$ (13,139.51)</u>	<u>\$ (1,265.96)</u>
 Summary		
Cash Balance at End of Period	\$ 13,910.55	\$ 13,910.55
Cash Balance at Beg of Period	<u>(27,050.06)</u>	<u>(15,176.51)</u>
Net Increase <Decrease> in Cash	<u>\$ (13,139.51)</u>	<u>\$ (1,265.96)</u>

**Lexington/ Fayette Co Parking Authority  
Cash Disbursements Journal  
For the Period From Sep 1, 2023 to Sep 30, 2023**

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
9/6/23	1266	509 100	Office Supplies Cash - US Bank	Invoice: 8668 Schrader Commercial Properties, LLC	59.14	59.14
9/6/23	1267	511 100	Repair & Maintenance Cash - US Bank	Invoice: 13086 Allstate Heating and Cooling, Inc.	284.19	284.19
9/13/23	1268	500 100	Property Management Fee Cash - US Bank	Invoice: 8365 SCHRADER COMMERCIAL PROPERTIES, LLC	500.00	500.00
9/13/23	1269	400 100	Rental Income Cash - US Bank	Invoice: 090123 Creatures of Whim	711.84	711.84
9/25/23	e-092523	350  100	Capital Contribution, Net Cash - US Bank	1st QTR Fiscal Year 2024 Owner Distribution 9/30/23 Lexington Parking Authority	15,000.00	15,000.00
9/27/23	1270	526 100	Postage Cash - US Bank	Invoice: 092623 Schrader Commercial Properties, LLC	1.26	1.26
9/27/23	1271	511 511 100	Repair & Maintenance Repair & Maintenance Cash - US Bank	Invoice: 14020 Invoice: 14021 Allstate Heating and Cooling, Inc.	471.02 477.00	948.02
	<b>Total</b>				<u>17,504.45</u>	<u>17,504.45</u>

**Lexington/ Fayette Co Parking Authority**  
**General Ledger**  
**For the Period From Sep 1, 2023 to Sep 30, 2023**

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	9/1/23			Beginning Balance			27,050.06
	9/6/23	1266	CDJ	Schrader Commer		59.14	
	9/6/23	1267	CDJ	Allstate Heating an		284.19	
	9/13/23	1268	CDJ	SCHRADER COM		500.00	
	9/13/23	1269	CDJ	Creatures of Whim		711.84	
	9/13/23	091323	CRJ	Savane Silver	65.00		
	9/14/23	091423	CRJ	Lynna Nguyen	3,945.64		
	9/25/23	e-092523	CDJ	Lexington Parking		15,000.00	
	9/27/23	1270	CDJ	Schrader Commer		1.26	
	9/27/23	1271	CDJ	Allstate Heating an		948.02	
	9/28/23	092723	CRJ	Lynna Nguyen	354.30		
				Current Period Cha	4,364.94	17,504.45	-13,139.51
	<b>9/30/23</b>			<b>Ending Balance</b>			<b>13,910.55</b>
155 Building Improvement	9/1/23			Beginning Balance			81,518.30
	<b>9/30/23</b>			<b>Ending Balance</b>			<b>81,518.30</b>
231 Tenant Deposits	9/1/23			Beginning Balance			-3,782.00
	<b>9/30/23</b>			<b>Ending Balance</b>			<b>-3,782.00</b>
349 Beginning Balance Eq	9/1/23			Beginning Balance			-30,139.26
	<b>9/30/23</b>			<b>Ending Balance</b>			<b>-30,139.26</b>
350 Capital Contribution,	9/1/23			Beginning Balance			345,700.00
	9/25/23	e-092523	CDJ	Lexington Parking	15,000.00		
				Current Period Cha	15,000.00		15,000.00
	<b>9/30/23</b>			<b>Ending Balance</b>			<b>360,700.00</b>
352 Retained Earnings	9/1/23			Beginning Balance			-408,473.55
	<b>9/30/23</b>			<b>Ending Balance</b>			<b>-408,473.55</b>
400 Rental Income	9/1/23			Beginning Balance			-12,362.63
	9/13/23	1269	CDJ	Creatures of Whim	711.84		
	9/14/23	091423	CRJ	Lynna Nguyen - Inv		3,945.64	
				Current Period Cha	711.84	3,945.64	-3,233.80
	<b>9/30/23</b>			<b>Ending Balance</b>			<b>-15,596.43</b>
401 Income - Utilities	9/1/23			Beginning Balance			-578.00
	9/13/23	091323	CRJ	Savane Silver - Util		65.00	
	9/28/23	092723	CRJ	Lynna Nguyen - Uti		354.30	
				Current Period Cha		419.30	-419.30
	<b>9/30/23</b>			<b>Ending Balance</b>			<b>-997.30</b>
500 Property Management	9/1/23			Beginning Balance			1,000.00
	9/13/23	1268	CDJ	SCHRADER COM	500.00		
				Current Period Cha	500.00		500.00
	<b>9/30/23</b>			<b>Ending Balance</b>			<b>1,500.00</b>

**Lexington/ Fayette Co Parking Authority  
General Ledger  
For the Period From Sep 1, 2023 to Sep 30, 2023**

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
509	9/1/23			Beginning Balance			67.08
Office Supplies	9/6/23	1266	CDJ	Schrader Commer	59.14		
				Current Period Cha	59.14		59.14
	9/30/23			<b>Ending Balance</b>			<b>126.22</b>
511	9/1/23			Beginning Balance			
Repair & Maintenance	9/6/23	1267	CDJ	Allstate Heating an	284.19		
	9/27/23	1271	CDJ	Allstate Heating an	477.00		
	9/27/23	1271	CDJ	Allstate Heating an	471.02		
				Current Period Cha	1,232.21		1,232.21
	9/30/23			<b>Ending Balance</b>			<b>1,232.21</b>
526	9/1/23			Beginning Balance			
Postage	9/27/23	1270	CDJ	Schrader Commer	1.26		
				Current Period Cha	1.26		1.26
	9/30/23			<b>Ending Balance</b>			<b>1.26</b>

**Lexington/ Fayette Co Parking Authority**  
**Account Reconciliation**  
**As of Sep 30, 2023**  
**100 - Cash - US Bank**  
**Bank Statement Date: September 30, 2023**

Filter Criteria includes: Report is printed in Detail Format.

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Beginning GL Balance	27,050.06
Add: Cash Receipts	4,364.94
Less: Cash Disbursements	(17,504.45)
Add (Less) Other	
Ending GL Balance	<u>13,910.55</u>
Ending Bank Balance	13,910.55
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>13,910.55</u></u>



# LEXPARK Employment Benefits Evaluation & Recommended Changes

October 31, 2023

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## Purpose Statement

Following the evaluation, and the resulting overall increase, of LEXPARK staff salary and hourly pay rates it was decided that employee benefits should be evaluated as well. The overall goal is to attract quality staff and retain them in a competitive labor market. A market survey was performed of other Lexington entities to establish a market base level and competitive evaluation.

The following areas of LEXPARK Employee Benefits covered below are:

- **Current LEXPARK Benefits Summary (Employee Handbook)**
- **Recommended Benefits Change**
- **Lexington Benefits Market Research**

## Current LEXPARK Benefits Summary

### Vacation

- ***Salaried Personnel*** receive two weeks of vacation upon their start date and gradually goes up through the years.
  - 0 - 2 Years      10 Days
  - 3 - 5 Years      15 Days
  - 6+ Years        20 Days
- ***Hourly Personnel*** do not have any vacation available until they have been with the company for a minimum of 1 year.
  - 1 - 3 Years      5 Days
  - 4 - 9 Years      10 Days
  - 10 + Years      15 Days

### Holidays

- ***All employees receive 8 vacation days per year.*** (This was two more than what was previously allowed with the prior management company.)

### Paid Sick Leave

- ***After 60 days of employment, the employees can earn four (4) hours of sick leave per month which equates to six days per year.***





## LEXPARK Employment Benefits Evaluation & Recommended Changes

October 31, 2023

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- *Since the employees do not start earning sick pay for their first sixty days of employment, they technically do not have any sick time available until they have been with the company for four months.*
- *They can carry over six (6) days per year and accrue up to 12 days total.*

### PTO Bonus Program

- *LexPark agreed to a Paid-Time-Off (PTO) program in July 2022 which allows the employees to earn an additional day off with pay for meeting certain criteria throughout each calendar month. Employees can earn an additional 12 days per year (96 hours) that can either be used or sold back at the end of the year.*
  - The criteria used to earn this addition PTO time is:
    - Be on-time to work for the entire month
    - Be in proper uniform
    - Have zero unexcused missed days
    - Have no disciplinary action during the month
  - *There are approximately four to six individuals per month who typically achieve and earn the additional PTO days.*

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### Recommended Changes

In general, the employee benefits offered at LEXPARK are competitive with the current labor market. The following is a targeted change in the current offering that we believe will be most impactful to the current LEXPARK team in retaining and attracting employees in the future.

#### Eliminate “Paid Sick Leave / Change to PTO

- *Eliminate the “60 Day” probationary period and allow the employee to start accruing PTO in their first month of employment.*
- *Give all new employees two (2) PTO days at the start of their employment.*
- *Add two (2) PTO days to all existing employees bank of hours.*



# LEXPARK Employment Benefits Evaluation & Recommended Changes

## October 31, 2023

### Market Research / Current as of September 2023

PTO (VACATION AND SICK TIME)													
		YEAR OF SERVICE											
		1	2	3	4	5	6	7	8	9	10	10+	
<b>PARKING AUTHORITY/LFUCG</b>		6	6	6	6	6	6	6	6	6	6	7.2	Baseline
<i>(Carry sick time up to 600 hours; no payout; carry vacation up to 336 hours; payout.                      (Part time must wait 24 continuous months for 5 hours per month)                      (Does not define as hourly rather full time and part time)</i>													
<b>VISITLEX</b>		4.2	4.2	4.2	4.2	4.7	4.7	4.7	4.7	4.7	4.7	5.6	Worse
<i>(Accumulate up to 225 hours - stop accruing at that point; payout of 75% accrual for proper termination; payout negotiate for new hire)</i>													
<b>BLUEGRASS AIRPORT</b>													
	Regular	3.6	3.6	3.6	3.6	3.6	4.2	4.2	4.2	4.2	4.2	6.6	Worse
(*56- hour week)	Public Safety	4.8	4.8	4.8	4.8	4.8	6	6	6	6	6	9.6	N/A
<i>(Payout annually not to exceed 120 hours depending on job type/years of service; negotiable)                      (New employees receive 24 hours (three days) PTO at start of employment)</i>													
<b>CENTRAL BANK CENTER</b>		5	5	5	5	6	6	6	6	6	6	7	Worse
<b>UNIVERSITY OF KENTUCKY</b>													
	Professional	5.4	5.4	5.4	5.4	5.4	6.4	6.4	6.4	6.4	6.4	6.4	Better
	Admin/Clerical	4.4	4.4	4.4	5.4	5.4	5.4	5.4	5.4	5.4	5.4	6.4	Worse
<b>LEXPARK</b>													
	Salary	3.2	3.2	4.2	4.2	4.2	5.2	5.2	5.2	5.2	5.2	5.2	Baseline
	Hourly	2.2	2.2	2.2	3.2	3.2	3.2	3.2	3.2	3.2	3.2	4.2	Baseline
<i>(First 60 day no accrual; carry 6 days sick per year / 12 day max for salaried; no buyout)</i>													

## Garage Updates

### Garage & Pedway Lighting Schemes:

- Green for Liver Health Awareness
- Blue & White for UK football & Basketball
- Green, Teal & Pink for Metastatic Breast Cancer Awareness
- Purple for Domestic violence Awareness
- Orange for Thriller Parade
- Orange for Halloween
- Standard daily multicolor scheme

### General Garage Notes:

- The final punch list for the FY23 CAMP repairs is being completed by DB General Contracting.
- Engineers from Bennett & Pless expect to receive the MEP reports and analysis by November 3. Bennett & Pless will then need two additional weeks to compile all data and create a first draft of the new Capital Asset Management Plan. LPA expects a reviewable draft of the new plan by late November.

### Garage Security:

- The new replacement 65TB hard drive installed at Victorian Square Garage appears to be adequately storing camera data for 30 days as required by LPA. Risetek will continue to monitor the drive to confirm the upgrade was sufficient.
- Alerts and analytics for Victorian Square Garage are set up and fine tuning continues.
- The installation of conduit is complete at the Transit Center Garage and data lines have been pulled. Installation of hardware will now begin.
- Risetek will perform a final Helix Garage walk thru with the electricians before installation of conduit begins. The electricians should have the conduit and data lines completed at the Helix Garage by mid-December. Installation of hardware will follow with an expected completion date of December 31.
- Following consultation with Risetek, LPA reached out to technicians from the FUSUS Connect Program to discuss a new implementation plan. Due to connectivity concerns and the number of camera locations, Risetek proposed the FUSUS integration be delayed until the camera installation is complete at all three garages. Risetek technicians advised this would help avoid potential connectivity conflicts. Technicians from the FUSUS program agreed to the approach. Commander Greathouse, with the Lexington Police Department also agreed to the approach. LPA expects to have the project completed by the end of December and the necessary forms will be provided to the FUSUS technicians at that time. Upon receipt of the completed forms, Ms. Romero will provide an updated integration quote to LPA.
- There are no incidents to report related to the security services provided by Signal 88 at the Transit Center Garage and Victorian Square Garage. LPA and LEXPARK staff will continue to monitor the coverage provided by Signal 88 as colder weather leads to seasonal increases in trespassing and loitering during the winter months.
- Fayette County Sheriff Deputies continue to provide security at Victorian Square Garage on Friday and Saturday from 12AM – 4AM.