

January 11, 2024 Board Meeting Agenda



- | | | |
|-------|--|----------|
| I. | Call to Order/Welcome of Guests | Frazier |
| II. | Comments | Frazier |
| | a. Public Comment | |
| | b. Comments from Commissioners/Advisory Board Members | |
| III. | Partner Organization Updates | |
| | a. DLMD Updates | Frazier |
| | b. Downtown Lexington Partnership Updates | McDaniel |
| | c. VisitLex Updates | Schickel |
| IV. | Approval of Minutes November 2023 LPA Board Meeting
<i>Board Action Required</i> | Frazier |
| V. | Update on Board Resignation | Frazier |
| VI. | Update on LPA Activities | Boison |
| | a. Operational Reports | |
| | b. Activities/Initiates | |
| VII. | PCI Financials | Doering |
| VIII. | Approval of LPA and LEXPARK October and November 2023 Financial Reports
and Schrader Commercial Reports
<i>Board Action Required</i> | Boison |
| IX. | Food for Fines | Boison |
| X. | Oculus Questions | Boison |
| XI. | Fusus Project with Lexington Police Department - Update | Trammell |
| XII. | Off-Street (Garages) | Trammell |
| | a. Garage Update | |
| | b. Security Updates | |
| XIII. | Closed Session per KRS 61.810 | Frazier |

Next Meeting: February 8, 2024

Lexington & Fayette County Parking Authority

Board Meeting Minutes
November 9, 2023

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

Location: 201 East Main Street Ste. 900

Voting Members: Kenton Ball
Erin Hensley
Thomas Pettit
Cathy Taylor

Advisory Board: 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.

B. DLP Updates

Mr. McDaniel reports that DLP staff are preparing for a busy holiday season. The ice rink is open, and the tree lighting is upcoming. He also notes that a fund balance has been established for a strategic plan, part of which will be ways to encourage more Lexingtonians to visit downtown and will highlight LPA parking services.

Item 4 – Approval of Board Meeting Minutes

Mr. Ball 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 October 2023 operational reports. Citation hearings increased from the prior month. Percentage of citations paid increased from the prior month. The number of warnings issued increased from the prior month due to the new RPP district, Woodward Heights. There is monthly parking availability in the Victorian Square Garage due to AppHarvest closing.



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Item 6 – Financial Reports

Ms. Pearson presents the September 2023 Financial Reports. Work continues on the FY23 audit. Total revenues are \$5,309 under budget for the month and total expenses are \$51,544 under budget for the month. Ms. Hensley makes a motion to approve the August 2023 financials as presented. Mr. Pettit seconds. The vote was unanimous, and the motion carried.

Item 8 – Food for Fines

The Commissioners agree to hold the annual Food for Fines program again, from November 20th through December 15th, 2023.

Item 9 – Holiday Lunch

The holiday lunch will be held on December 14th at noon at The Mane on Main.

Item 10 – LEXPARK PTO Study

Mr. Skelton makes a recommendation to modify the current PTO policy. All paid time off will be categorized as PTO, including sick time. Monthly time accrual rates will be increased, and new employees will immediately have 2 PTO days at hire that are also able to be used right away. Mr. Ball makes a motion to accept Mr. Skelton's recommendation. Mr. Pettit seconds. The vote was unanimous, and the motion carried.

Item 11 – Fusus Project

Additional time is needed to complete the forms needed.

Item 12 - Garages*A. Garage Updates*

Mr. Trammell presents the garage updates. The new Bennett & Pless CAMP Document is incoming.

B. Security Updates

Mr. Trammell reports that conduit installation in Transit Center has been completed and installation of hardware will be next. Conduit installation in Helix will begin soon.

Item 13 – Update on Sale of 121 East High Street Property

Mr. Frazier reports that the title has been cleared, LFUCG has drawn a new deed and the sale will be completed in the next couple weeks.

Item 14 – New Executive Director

Mr. Pettit makes a motion to accept the hiring of Laura Boison as the new Executive Director of the Lexington & Fayette County Parking Authority. 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.



Lexington & Fayette County Parking Authority
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LFCPA and LEXPAK Key Performance Indicators

		User-input variable cells.										Totals for underlying cells.						Percent of		CY 2022	
		Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Dec-22	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Standard	TOTAL	AVERAGE	Total	AVERAGE			
CUSTOMER SUPPORT, PUBLIC OUTREACH and SERVICE PROVISION																					
1	Unique Visitors to Website (users)	3,630	3,982	4,823	5,500	6,381	6,616	3,628							30,932	5,155.3	N/A	3588			
2	LEXPAK Walk-In Customers	80	190	54	105	123	160	103							712	118.7	N/A	105			
3	LEXPAK Telephone Inquiries (Total)	687	708	754	880	1043	874	1379							4946	824.3	N/A	965			
4	Reporting Inoperative Meters	0	0	0	0	0	0	0							0	0	0%	0			
5	LUKE	5	2	5	4	6	16	3							38	6	1%	17			
6	IPS	5	3	3	2	11	15	5							39	7	0.8%	25			
8	Enforcement Complaint	0	0	0	0	0	0	0							0	0	0.0%	0			
9	Other Inquiry including payments/ just payments	103	118	206	225	195	200	177							1,047	175	21%	167			
10	Pay by Phone questions or issues	2	0	0	0	0	45	0							47	7.83	1%	12			
11	After 5 Parking questions	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%	1			
13	Garaqs	572	585	540	649	831	598	1,194							3,775	629.2	76%	735			
14	TOTAL CONTACTS	16	17	14	14	13	10	24							84	14.0	1	22.5			
15	Business Association Meetings Attended	14	10	9	11	9	7	12							60	10.0	71%	13.10			
16	Neighborhood Association Meetings Attended	0	0	1	0	1	0	0							2	0.3	2%	0.33			
17	Number of Merchants Visited	0	0	0	0	0	0	4							0	-	0%	15.00			
18	Number of Institutional and/or Public Official Meetings	2	7	4	3	3	3	8							22	3.7	26%	7.60			
19	Number of Parking Customers Contacted (intercept surveys, survey document responses) (Analyst)	1	0	2	0	0	0	2							3	1	N/A	0.16			
20	Parking Meter In-Service Rates (% of time)																				
20	Single-Space Meters	99.8%	99.9%	99.8%	99.7%	99.7%	99.8%	99.9%						98-99% (A)	N/A	99.8%	N/A	99.7%			
21	Multi-Space Meters	99.9%	99.9%	99.9%	99.8%	99.8%	99.8%	99.9%						98-99% (A)	N/A	99.9%	N/A	99.3%			
23	Average Response Time to Address Meter Complaint (Hours)																				
23	Single-Space Meters (IPS)	3.44	2.79	4.08	4.72	4.73	2.49	2.21							N/A	3.7	N/A	3.00			
24	Multi-Space Meters (LUKE)	4.16	3.14	3.87	4.80	7.29	5.66	2.51							N/A	4.8	N/A	3.86			
25	Number of Citation Appeal Hearings	5	8	17	28	13	8	4							79	13.2	100%	10.66			
26	Number of Citations Dismissed or Reduced to Warning	2	3	10	10	6	1	1							32	5.3	41%	4.08			
27	Number of Requested Citation Administrative Appeals	84	155	151	163	158	201	80							912	152.0	100%	132.50			
28	Number of Citations Administratively Dismissed or Reduced to Warning	50	59	45	61	70	91	26							376	62.7	41%	51.66			
PARKING MANAGEMENT EFFECTIVENESS																					
29	Number of Parking Activity Surveys Conducted (TOTAL)	31	31	31	31	31	31	31							186	31.0	100%	31			
30	Parking Occupancy and Availability	30	30	30	30	30	30	30							180	30.0	97%	30			
31	Parking Turnover	1	1	1	1	1	1	1							6	1.0	3%	1			
32	Downtown Meter Turnover Rate	148%	131%	144%	155%	162%	159%	178%						67-140% (B)	N/A	149.8%	N/A	201%			
33	Parking Vacancy Rate in Neighborhoods	73%	64%	50%	48%	57%	66%	55%							N/A	59.7%	N/A	58%			
34	Meter Occupancy Rate by Survey	33%	30%	38%	29%	35%	28%	29%							93-95% (C)	N/A	32.2%	N/A	35%		
35	Paid Legal Meter Occupancy Rate by Meter Revenue	19.8%	23.2%	27.0%	26.0%	26.8%	24.4%	27.6%							60-85% (D)	N/A	24.5%	N/A	30%		
36	Safety Zone Violation Rate	4.3%	6.0%	7.5%	5.8%	4%	4.4%	5.40%							25-33% (E)	N/A	5.4%	N/A	7%		
37	Loading Zone Violation Rate	0.6%	1.5%	0.5%	0.8%	1%	1.0%	2.2%							N/A	0.9%	N/A	1%			
PARKING OPERATIONS EFFICIENCY																					
38	Number of Parking Violation Surveys Conducted	30	30	30	30	30	30	30							180	30.0	100%	30.00			
39	Violation Capture Rate (Meters & RPP)	12%	10%	14%	7%	8%	11%	6%							10-25% (F)	N/A	10%	N/A	0.14		
40	Total Net Patrol Hours	515	633	520	593	880	661	642							3802	634	N/A	717.00			
41	Average Net Patrol Hours per Officer	129	158	130	148	147	101	128							N/A	136	N/A	128.00			
42	Number of Letters Mailed	2,427	5,328	3,972	4,301	4,241	5,172	6,418							25,441	4,240	N/A	4511.00			
43	Total Amount Due from Top 20 Scofflaws	\$14,493	\$14,503	\$14,618	\$14,494	\$16,211	\$15,526	\$14,808							N/A	\$14,974	N/A	\$ 13,491.00			
44	Parking Ticket Collection Rate (1-year running average)	85.07%	84.57%	84.04%	82.33%	80.90%	80.81%	84.53%							N/A	83.0%	N/A	80%			

LFCPA and LEXPARC Key Performance Indicators

User-input variable cells.

Totals for underlying cells.

REVENUE STREAM INTEGRITY and SECURITY

Activity Levels

45	Paid Parking Sessions Per Month
46	Meter Revenue Collected Per Month
47	Total Citations Per Month
48	Overtime Meter Citations
49	Safety and All Other Citations
50	Quality of Life
51	Value of Citations

Note	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Dec-22	Feb-24	Mar-24	Apr-24	May-24	Jun-24	TOTAL	AVERAGE	Percent of Total
	46,907	57,104	53,245	56,132	50,918	48,601	45,241						312,907.0	52,151.2	N/A
	\$73,662	\$99,373	\$105,102	\$106,420	\$99,812	\$83,325	\$63,646						\$567,694	\$94,616	N/A
	2,164	2,892	3,194	3,565	4,744	3,925	2,839						20,484	3,414.0	N/A
	1,606	1,895	1,802	1,916	2,989	3,013	1,857						13,221	2,203.5	N/A
	322	727	792	661	362	642	982						3,506	584.3	N/A
	192	268	523	470	693	270	N/A						2,416	402.7	N/A
	\$41,220	\$58,645	\$71,960	\$70,130	\$98,570	\$78,475	\$55,190						\$419,000	\$69,833	N/A

Average Meter Payment

52	Average Meter Payment (LUKE & IPS)
53	Multi Space Meters - Average Meter Payment
54	Single Space Meters - Average Meter Payment

	\$1.67	\$1.80	\$1.94	\$1.87	\$1.93	\$1.78	\$1.35						N/A	\$1.83	N/A
	\$2.24	\$2.42	\$2.58	\$2.53	\$2.52	\$2.41	\$1.82						N/A	\$2.45	N/A
	\$1.15	\$1.18	\$1.17	\$1.18	\$1.25	\$1.21	\$0.91						N/A	\$1.19	N/A

Credit Card Usage and Forms of Payment

55	LUKE (Credit Card Percent of transactions)
56	Average CC transaction
57	IPS (CC as a percent of transactions)
58	Average CC transaction
59	Pay by Phone (as a meter payment transaction)
60	T2 text to pay and PBC

	47.0%	46.0%	43.7%	43.0%	41.9%	43.1%	45.0%						N/A	44.1%	N/A
	\$2.50	\$2.61	\$2.67	\$2.66	\$2.68	\$2.53	\$2.00						N/A	\$2.6	N/A
	28.0%	28.0%	28.7%	27.0%	27.4%	25.8%	24.8%						N/A	27.5%	N/A
	\$2.13	\$2.18	\$2.15	\$2.17	\$2.51	\$2.18	\$1.70						N/A	\$2.22	N/A
	20.0%	19.8%	22.7%	22.4%	22.9%	23.0%	19.4%						N/A	21.8%	N/A
	4.2%	5.5%	7.1%	7.4%	8.5%	8.7%	3.3%						N/A	6.9%	N/A

Meter Occupancy Rates by Zones

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

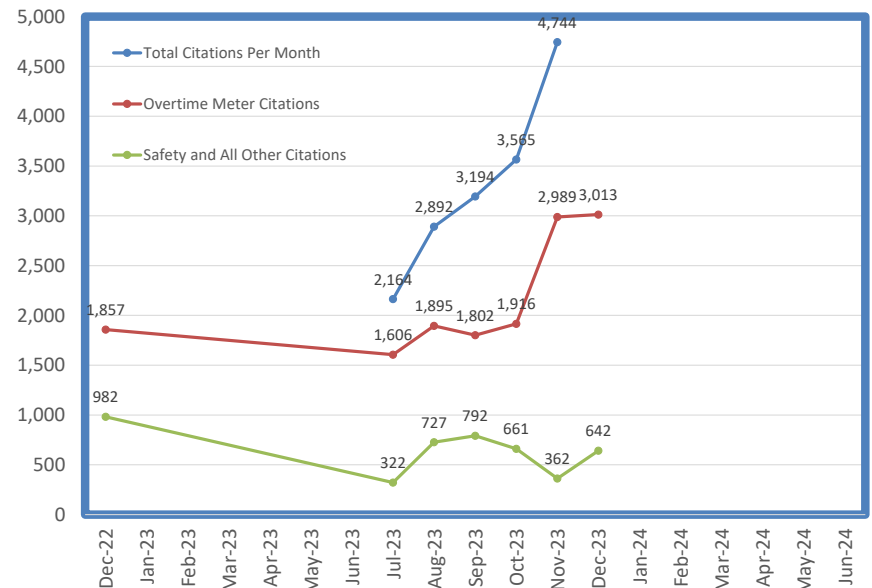
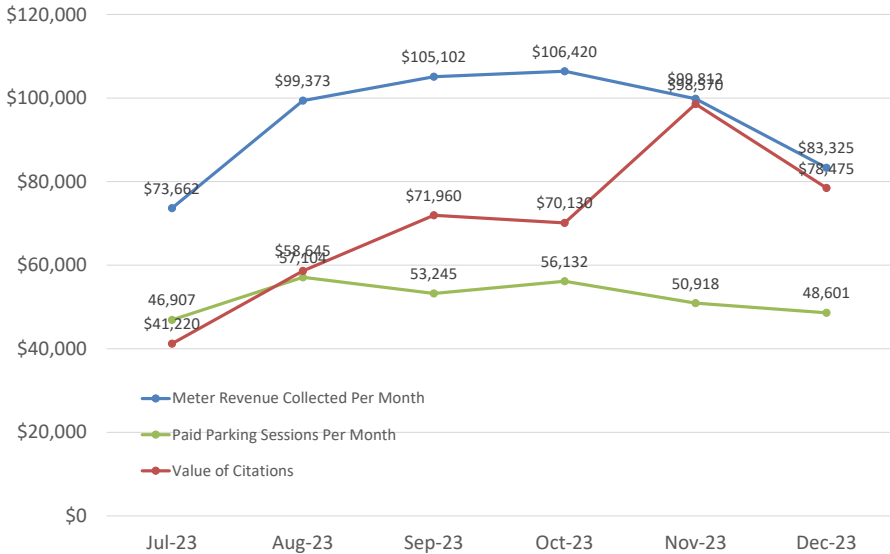
	3%	4%	8%	6%	5%	3%	4%						N/A	4.8%	N/A
	14%	11%	17%	13%	17%	11%	16%						N/A	13.8%	N/A
	55%	66%	67%	60%	58%	67%	61%						N/A	62.2%	N/A

Meter Occupancy Rates by Areas

64	Downtown 1, 2, 3, 4, 5, 8, 9, 11, 12, 13,
65	UK Campus (6, 7, 10)
66	Chevy Chase (15)

	62%	60%	55%	52%	54%	62%	55%						N/A	57.5%	N/A
	34%	52%	61%	61%	66%	52%	38%						N/A	54.3%	N/A
	28%	31%	22%	25%	26%	22%	31%						N/A	25.7%	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	4,744	4,211	3,296	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	4,297	3,932	2,847	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	\$ 87,410	\$ 78,645	\$ 59,867	\$ 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	3,001	3,384	2,282	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%	69.80%	86.10%	80.81%	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	\$ 74,121	\$ 82,195	\$ 60,174	\$ 66,278	\$ 64,016	\$ 69,596
7 Warnings Issued	911	596	568	447	488	484	201	385	193	249	388	237	429	175	152	176
8 Voids	35	45	20	24	23	13	31	37	34	20	69	53	34	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%	1.5%	1.3%	1.0%	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	\$ 99,812	\$ 86,325	\$ 99,240	\$ 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	\$ 4,991	\$ 4,316	\$ 4,764	\$ 3,386	\$ 3,125	\$ 3,752
12 RPPP's Sold	38	31	30	11	24	16	736	697	60	91	188	36	163	154	163	163
13 Value of RPP Permits	\$ 377	\$ 329	\$ 318	\$ 102	\$ 254	\$ 170	\$ 7,712	\$ 7,388	\$ 625	\$ 965	\$ 2,004	\$ 377	\$ 1,718	\$ 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	\$ 8,748	\$ 15,186	\$ 9,261	\$ 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	\$ 3,615	\$ 1,751	\$ 4,486	\$ 9,733	\$ 7,134	\$ 5,300
16 New Meters Added or Removed	-	-	-	-	-	-	-	-	-	-	1	-	0	(7)	6	(1)
17 Single Space Meters	422	422	422	422	422	422	422	422	427	427	428	428	424	466	605	699
18 Mult-Space Meters	97	97	97	97	97	97	97	97	98	98	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	1,208	1,208	1,248	1,275	1,261
20 Vehicles Booted	78	54	78	56	61	62	38	37	38	38	78	51	56	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	\$ 7,020	\$ 4,590	\$ 5,018	\$ 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	\$ 195,321	\$ 190,424	\$ 179,896	\$ 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 AVG
Issuing Officer														
1	2013	1	1	-	-	-	-	5	2	9	-	7	6	3
2	21081203	1	-	-	2	1	-	-	4	-	-	-	2	1
3	2081	2	4	2	6	2	2	5	2	-	1	6	3	3
4	2082	5	10	5	4	12	6	5	4	7	9	4	3	6
5	2098	-	-	-	-	-	-	-	-	-	-	-	-	-
6	2103	-	-	-	-	-	-	-	1	-	-	-	-	0
7	2117	-	-	1	-	-	-	-	-	-	-	-	-	0
8	2119	-	-	-	-	-	-	-	-	-	-	-	-	-
9	2120	-	-	1	-	-	-	-	-	-	-	-	-	0
10	2155	-	-	-	-	-	-	-	-	-	-	-	7	7
11	2153	-	-	-	-	-	-	-	-	-	-	12	8	2
12	2147	15	19	4	1	-	-	-	-	-	-	-	-	4
13	2154	-	-	-	-	-	-	-	-	-	-	23	16	4
14	2146	4	9	4	4	3	1	-	1	-	-	-	-	2
15	2141	7	2	1	7	5	3	2	10	9	4	9	3	5
16	2133	-	-	2	-	-	-	-	-	-	1	-	-	0
17	2137	-	-	-	-	-	-	-	-	-	-	-	-	-
18	2138	-	-	-	-	-	-	-	-	-	-	1	-	0
19	2150	-	-	-	-	-	1	14	13	9	5	7	5	5
20	% Voids	1.03%	1.48%	0.68%	0.81%	0.78%	0.49%	1.30%	1.12%	0.99%	0.56%	1.45%	1.26%	1.02%
21	Total	35	45	20	24	23	13	31	37	34	20	69	53	34
22	Total Citations	3,398	3,047	2,923	2,945	2,951	2,673	2,391	3,305	3,426	3,565	4,744	4,211	3,298

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 AVG
Void Type														
23	Administrative	4	6	4	5	3	2	9	8	11	2	27	15	8
24	TC Garage - mthly or pd when leaving	1	-	-	2	1	-	-	5	-	-	3	1	1
25	Customer Walk Up	-	-	-	1	-	-	-	3	1	2	1	5	1
26	Duplicate	11	3	2	3	3	3	1	4	4	4	8	-	4
27	Meter Malfunction	3	6	4	1	-	-	-	-	-	3	2	4	2
28	Pay By Phone	-	-	-	-	2	2	-	2	-	1	1	2	1
29	Officer Error	15	29	9	10	13	4	21	13	14	8	25	25	16
30	Test	-	-	-	-	-	-	-	1	-	-	-	-	0
31	Visitor	-	-	-	-	-	-	-	-	-	-	-	-	-
32	Printer Error/Stolen/Flex Error	-	-	-	-	-	-	-	-	4	-	-	-	0
33	Paid Other Luke	1	1	1	2	1	2	-	1	-	-	2	1	1
34	Void By Client Directive	-	-	-	-	-	-	-	-	-	-	-	-	-
35	Total	35	45	20	24	23	13	31	37	34	20	69	53	34



Citations Aging Report

Five-Year Report Ending January 1, 2024

Category	1-30	31-60	61-90	91-120	121-180	6M-1Y	1Y-2Y	2Y-3Y	3Y-4Y	4Y	Totals
TOTALS											
Count	1,709	1,017	770	635	984	2,243	5,190	5,378	4,920	894	23,740
Dollar Amt	\$49,935.00	\$37,405.00	\$29,480.00	\$26,265.00	\$38,277.50	\$97,098.75	\$235,622.00	\$243,228.78	\$210,260.00	\$38,965.00	\$1,006,537.03



Citations Aging Report

Five-Year Report Ending December 1, 2023

Category	1-30	31-60	61-90	91-120	121-180	6M-1Y	1Y-2Y	2Y-3Y	3Y-4Y	4Y	Totals
TOTALS											
Count	2,068	874	661	528	862	2,256	5,171	5,463	5,307	797	23,987
Dollar Amt	\$57,730.00	\$33,340.00	\$27,495.00	\$19,090.00	\$33,461.25	\$98,672.50	\$235,832.62	\$246,181.91	\$226,523.75	\$34,348.75	\$1,012,675.78



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
MONTHLY CARD HOLDERS BILLED															
1 Victorian Square	418	420	423	429	433	429	464	478	468	441	429	441	439	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	1,094	1,093	1,093	1,081	1,074
3 Courthouse	243	238	240	240	261	260	259	266	269	268	305	270	260	236	218
4 Helix	420	412	406	397	387	386	386	411	403	410	410	405	403	399	403
5 TOTAL	2,168	2,158	2,163	2,165	2,189	2,180	2,180	2,250	2,230	2,205	2,238	2,209	2,195	1,931	2,102
Hospitality Rate (\$20 Included Above)															
	72	84	80	79	84	96	95	97	102	104	107	116	93	21	14
TOTAL AVAILABLE FOR MONTHLY															
6 Victorian Square (384)	13	11	8	2	2	6	-	-	10	37	45	45	15	21	5
7 Transit Center (777)	8	7	-	-	-	-	-	-	5	6	-	2	2	-	-
8 Courthouse (518)	20	25	17	17	7	8	9	2	-	3	-	20	11	16	33
9 Helix (389)	-	8	14	23	13	14	14	-	8	1	1	4	8	11	4
10 TOTAL (2068)	41	51	39	42	22	28	23	2	23	47	46	71	36	44	42
SPECIAL EVENTS WORKED - VS															
	17	15	17	18	6	7	8	9	18	17	14	15	13	8	6
VALIDATIONS SOLD - ALL GARAGES															
	730	640	1,565	2,776	2,586	2,064	800	580	790	1,370	855	180	1,245	819	1,194
AVERAGE DAILY TRANSACTIONS															
13 Victorian Square	219	219	259	317	277	267	235	213	230	225	224	233	243	265	212
14 Transit Center	13	14	11	7	7	6	5	5	14	14	18	10	10	8	8
15 Courthouse	129	130	152	131	137	127	131	132	142	146	131	112	133	125	99
16 Helix	323	343	388	344	371	353	335	387	359	359	313	309	349	324	184
17 TOTAL	684	706	810	799	792	753	706	737	745	744	686	664	736	722	503
AVERAGE LENGTH OF STAY - HOURS															
18 Victorian Square	2.8	2.7	2.5	2.4	2.3	2.4	2.3	2.3	2.9	2.7	3.1	3.0	2.6	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	2.4	2.3	2.6	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	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	0.8	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	2.1	2.0	2.1	1.8	1.7
AVERAGE TRANSACTION AMOUNT															
23 Victorian Square	\$ 8.13	\$ 8.12	\$ 7.59	\$ 7.34	\$ 6.97	\$ 7.02	\$ 6.49	\$ 6.63	\$ 8.28	\$ 7.83	\$ 8.29	\$ 8.74	\$ 7.62	\$ 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	\$ 4.79	\$ 4.76	\$ 5.25	\$ 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	\$ 4.32	\$ 4.14	\$ 4.34	\$ 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	\$ 2.46	\$ 2.45	\$ 2.57	\$ 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	5.0	5.0	\$ 4.95	\$ 4.56	\$ 4.70



Lexington And Fayette County Parking Authority
Monthly Management Report
L301 - 80 - On-Street
For the Month Ending Nov 30, 2023



	Period to Date			Year to Date			
	Actual	Budget	Fav (Unfav)	Actual	% of Rev	Budget	Fav (Unfav)
Revenue							
Permit/Monthly Billing	10,753	9,300	1,453	62,487	7%	55,900	6,587
Meter Receipts	99,472	97,500	1,972	480,821	55%	482,000	(1,179)
Bag Rental Fees	3,615	5,000	(1,385) A	13,400	2%	25,000	(11,600)
Violation & Booting Revenue	79,747	66,000	13,747 B	320,800	37%	334,000	(13,200)
Over & Short	305	-	305	1,311	0%	-	1,311
Total Revenue	193,892	177,800	16,092	878,820		896,900	(18,080)
Expenses							
Payroll							
Salaries & Wages	46,733	36,219	(10,513)	198,544		181,096	(17,448)
Payroll Taxes	6,543	5,255	(1,287)	22,250		26,277	4,027
Workers Comp Ins	3,552	2,492	(1,060)	16,997		12,459	(4,538)
Employee Health Ins	4,146	4,250	104	18,751		21,250	2,499
Liability Insurance	2,286	2,383	97	11,432		11,917	484
Total Payroll	63,260	51,600	(11,660)	267,975	54%	252,999	(14,975)
Field							
Uniform	801	390	(411)	2,287		1,950	(337)
Hiring/Training	478	85	(393)	2,162		425	(1,737)
Repairs - On-Street	3,206	5,748	2,542	15,984		28,740	12,756
Vehicle Expense	2,437	2,437	-	12,464		12,185	(279)
Software Application	18,440	11,345	(7,095) C	130,504		92,148	(38,356)
Professional Services/Fees	5,515	2,797	(2,718) D	16,633		13,985	(2,648)
Fuels	188	155	(33)	830		775	(55)
General Supplies	1,152	1,060	(92)	2,810		6,300	3,490
Total Field	32,217	24,017	(8,200)	183,674	37%	156,508	(27,166)
Office							
Communications	1,329	825	(504)	3,557		4,125	568
Office Supplies	933	395	(538)	2,443		1,975	(468)
Printing & Design	1,840	1,250	(590)	8,078		6,250	(1,828)
Postage	3,129	1,550	(1,579)	12,266		7,750	(4,516)
Employee Incentive	186	675	489	455		3,375	2,920
Total Office	7,416	4,695	(2,721)	26,799	5%	23,475	(3,324)
Miscellaneous							
Base Management Fee	2,000	2,000	-	10,000		10,000	-
Incentive Management Fee	1,366	1,583	217	6,527		7,919	1,392
Dues & Subscription	300	360	60	1,455		1,800	345
Total Miscellaneous	3,666	3,943	277	17,982	4%	19,719	1,737
Total Expenses	106,559	84,255	(22,304)	496,430	100%	452,701	(43,729)
Net Results from PCI Ops	87,333	93,545	(6,212)	382,389		444,199	(61,809)

- A. Bag Rentals had neg. variance of \$1385. The average last year was \$6k/mth-dropping to \$5k/mth was not enough.
- B. Violation & Booting Revenue was a +\$13k. We equaled our 78 boots from back in March & January.
- C. Software App's were over budget \$7095 - we pd. T2 two mthly payments of \$5290 & \$910 respectively.
- D. Pro Srvcs was neg. \$2718 - pd Minuteman annual Genetec subscript of \$4k-LPRcamera&Patroller connections



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



For the Month Ending Nov 30, 2023

	Period to Date				Year to Date			
	Actual	Budget	Fav (Unfav)		Actual	% of Rev	Budget	Fav (Unfav)
Revenue								
Transient	75,329	71,717	3,612	A	425,286	32%	392,659	32,627
Permit/Monthly Billing	168,950	135,327	33,623		751,189	57%	676,635	74,554
Stamp/Validation Billing	6,158	3,227	2,931	B	23,336	2%	21,055	2,282
Events	38,274	37,272	1,003		126,755	10%	99,326	27,430
Violation & Booting Revenue	30	30	-		360	0%	230	130
Over & Short	611	-	611		1,834	0%	-	1,834
Total Revenue	289,352	247,573	41,780		1,328,761		1,189,904	138,856
Payroll								
Salaries & Wages	44,465	38,110	(6,356)		202,215		190,548	(11,667)
Payroll Taxes	6,225	5,526	(699)		25,678		27,629	1,952
Workers Comp Ins	3,379	2,622	(757)		14,691		13,110	(1,581)
Employee Health Ins	4,676	3,873	(803)		23,083		19,365	(3,719)
Liability Insurance	4,101	4,271	170		20,506		21,355	849
Total Payroll	62,846	54,401	(8,445)		286,173	60%	272,006	(14,167)
Field								
Uniform	475	248	(227)		1,642		1,240	(402)
Hiring/Training	424	147	(277)		424		733	309
Repairs - Off-Street	10,765	4,453	(6,312)	C	26,695		22,265	(4,430)
Vehicle Expense	338	382	44		2,005		1,910	(95)
Software Application	4,678	6,293	1,615		14,226		34,815	20,589
Snow Removal	1,761	-	(1,761)		2,053		-	(2,053)
Professional Services/Fees	15,738	20,714	4,976		81,997		103,570	21,573
Fuels	162	128	(34)		1,393		640	(753)
Repairs - Sweeper	237	178	(59)		1,093		892	(202)
General Supplies	1,577	1,572	(5)	D	15,916		7,859	(8,057)
Elevator Maintenance	2,922	2,476	(445)		12,557		12,382	(175)
Total Field	39,078	36,591	(2,486)		159,999	33%	186,305	26,306
Office								
Communications	1,988	1,436	(552)		10,570		7,180	(3,390)
Office Supplies	1,052	529	(523)		2,598		2,645	47
Printing & Design	105	82	(23)		2,329		410	(1,919)
Postage	393	125	(268)		1,160		625	(535)
Total Office	3,722	2,172	(1,550)		17,589	4%	10,860	(6,729)
Miscellaneous								
Base Management Fee	2,500	2,500	-		12,500		12,500	-
Incentive Management Fee	-	750	750		-		3,750	3,750
Dues & Subscription	339	416	77		1,591		2,080	489
Total Miscellaneous	2,839	3,666	827		14,091	3%	18,330	4,239
Total Expenses	108,485	96,830	(11,654)		477,852	100%	487,501	9,649
Net Results From PCI Ops	180,867	150,742	30,125		850,909		702,403	148,506

- A. Transient has a positive \$3612 variance. Vic Square late night business continues to do well.
- B. Stamp/Valid billing is a positive variance of \$1890. \$1794 is from TC's QR code billing (Oakview Grp-Rupp employees).
- C. Repairs is over Budget \$6312. We paid Koorsen \$7k to replace West side dry valve for West stand pipe system.
- D. Gen.Supply has a neg.YTD \$8k var.-a majority pd to Flash Parking-\$3951 for spares; 2 controllrs,2printrs&relayBrd.

Lexington and Fayette County Parking Authority
Statement of Net Position

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Substantially All Disclosures Omitted

	As Of 10/31/23	As Of 10/31/22	Variance 10/31/23
Assets			
Current Assets			
Cash and cash equivalents	\$ 1,122,124	\$ 3,117,011	\$ (1,994,887)
Accounts receivable	132,925	42,027	90,898
Lease Receivable	96,385	117,452	(21,067)
Restricted cash and cash equivalents			
Investments-Truist - Garage Maintenance Reserve	561,467	(993,504)	1,554,970
Investments-Truist - Short-Term CAMP*	516,980	1,510,485	(993,504)
Investments-Truist - Long-Term CAMP*	1,900,000	1,900,000	0
Investments-Truist - Unrealized G/L	(5,065)	(20,300)	15,235
Total Restricted Cash & Equivalents	2,973,382	2,396,681	576,701
Total Current Assets	4,324,816	5,673,171	(1,348,355)
Non-Current Assets			
Property & equipment, net	19,147,120	18,756,362	390,758
Intangible Assets, net	0	0	0
Construction in Progress	301,695	353,962	(52,267)
Total Non-Current Assets	19,448,815	19,110,324	338,491
Total Assets	\$ 23,773,631	\$ 24,783,495	\$ (1,009,864)
Total Liabilities, Deferred Inflows of Resources, and Net Position			
Current Liabilities			
Accounts payable and accrued liabilities	\$ 266,052	\$ 279,633	\$ (13,581)
Sales Tax Payable	16,584	0	16,584
ROU Lease Liability	8,675	21,148	(12,473)
Deferred Revenue	45,600	23,400	22,200
Compensated absences	5,894	11,926	(6,032)
Deposits payable	3,640	3,457	182
Note payable	0	1,866,934	(1,866,934)
Total Current Liabilities	346,444	2,206,498	(1,860,054)
Non-Current Liabilities			
Compensated absences	5,894	11,926	(6,032)
Deposits Payable	3,072	3,254	(182)
Total Non-Current Liabilities	8,966	15,180	(6,214)
Total Liabilities	355,410	2,221,678	(1,866,268)
Deferred Inflow of Resources			
Deferred Lease Revenue	93,718	114,156	(20,438)
Net Position			
Investment in capital assets	19,448,815	17,222,415	2,226,401
Restricted	2,973,381	3,408,180	(434,799)
Unrestricted	902,307	1,817,066	(914,760)
Total Net Position	23,324,503	22,447,661	876,842
Total Liabilities, Deferred Inflows of Resources, and Net Position	\$ 23,773,631	\$ 24,783,495	\$ (1,009,864)

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 10/31/2023	Year To Date 10/31/2023
Cash Flows from Operating Activities		
Payments received from parking customers	\$ 400,085	\$ 1,589,552
Cash received from commercial property renters	7,036	26,203
Payments to suppliers for goods and services	(200,440)	(1,451,349)
Payments to employees for services	19,959	(49,018)
Payments to LFUCG	(2,038)	(9,716)
	224,602	105,672
Cash Flows from Capital and Related Financing Activities		
Payments on note payable	-	-
Purchases of capital assets	-	(301,695)
	-	(301,695)
Cash Flows From Investing Activities		
Redemptions of restricted cash equivalents	-	-
Income earned (lost) on restricted cash and cash equivalents	51,392	56,255
	51,392	56,255
Net Increase (Decrease) in Cash and Cash Equivalents		
	275,994	(139,768)
Cash and Cash Equivalents, Beginning of Period		
	846,130	1,261,892
Cash and Cash Equivalents, End of Period		
	\$ 1,122,124	\$ 1,122,124
Reconciliation of Change in Net Position to Net Cash Provided by Operating Activities		
Change in net position	\$ 109,186	\$ 268,772
Adjustments to Reconcile Change in Net Position to Net Cash Provided by Operating Activities:		
Depreciation and amortization	69,938	279,752
Interest on cash and cash equivalents	(64,031)	(103,664)
Interest from deferred inflows	(258)	(1,140)
Change in Assets and Liabilities:		
Accounts receivable	(3,523)	(28,464)
Accounts payable and accrued liabilities	114,362	(305,311)
Lease liabilities	(1,072)	(4,273)
Security deposits	-	-
Compensated absences	-	-
	224,602	105,672
Net Cash Provided by Operating Activities		
	\$ 224,602	\$ 105,672

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 10/31/2023	Month End 10/31/2023	Variance 10/31/2023	FYTD 10/31/2023	FYTD 10/31/2023	Variance 10/31/2023	Annual Budget 6/30/2024	
	Actual	FYE Budget		Actual	FYE Budget		FYE Budget	
Revenue								
Revenue OnStreet								
1	Parking - Monthly Rental	\$ 10,324	\$ 9,300	\$ 1,024	\$ 52,341	\$ 46,600	\$ 5,741	\$ 124,400
2	Parking - Meter Collections	101,443	106,000	(4,557)	370,485	404,500	(34,015)	1,227,000
3	Parking - Citations	76,036	72,000	4,036	240,863	268,000	(27,137)	796,000
4	Overage/Shortage	0	0	0	(19)	0	(19)	0
5	Total Revenue OnStreet	187,803	187,300	503	663,670	719,100	(55,430)	2,147,400
Revenue OffStreet								
6	Parking - Monthly Rental	144,833	135,327	9,506	577,303	541,308	35,995	1,623,924
7	Parking - Transient Rental	80,049	89,438	(9,389)	325,550	320,943	4,607	959,263
8	Parking - Event	36,632	26,766	9,866	84,449	62,054	22,395	273,609
9	Parking - Validations	3,508	4,718	(1,210)	15,232	17,828	(2,596)	45,205
10	Parking - Citations	60	110	(50)	320	200	120	1,115
11	Overage/Shortage	851	0	851	1,621	0	1,621	0
12	Total Revenue OffStreet	265,933	256,359	9,574	1,004,474	942,333	62,141	2,903,116
13	Commercial Property Revenue	108	1,095	(987)	(1,510)	4,383	(5,893)	13,143
14	Lease Revenue	6,928	6,928	0	27,713	27,713	0	71,856
15	Total Revenue	460,772	451,682	9,090	1,694,347	1,693,529	818	5,135,515
Operating Expenses								
OnStreet Operating Expenses								
16	PCI Operating Expenses	122,796	89,956	(32,840)	391,590	359,827	(31,763)	1,079,475
17	Property & Casualty Excess Insurance	0	0	0	1,773	2,200	427	2,200
18	Bank & Credit Card Fees	9,062	10,000	938	33,448	40,000	6,552	120,000
19	Total OnStreet Operating Expenses	131,858	99,956	(31,902)	426,811	402,027	(24,784)	1,201,675
OffStreet Operating Expenses								
20	PCI Operating Expenses	102,073	108,131	6,058	410,933	432,517	21,584	1,297,565
21	Property & Casualty Excess Insurance	0	0	0	72,354	60,700	(11,654)	60,700
22	Bank & Credit Card Fees	4,062	3,750	(312)	15,638	15,000	(638)	45,000
23	Utilities	16,070	11,001	(5,069)	48,702	43,992	(4,710)	132,000
24	Total OffStreet Operating Expenses	122,205	122,882	677	547,627	552,209	4,582	1,535,265
25	Personnel Expenses	15,857	29,219	13,362	65,907	116,874	50,967	350,626
Administrative Expenses								
26	Property & Casualty Excess Insurance	47	0	(47)	26,041	23,200	(2,841)	23,200
27	Bank & Credit Card Fees	41	500	459	210	2,000	1,790	6,000
28	Other Professional Services	22,089	23,690	1,601	112,931	94,760	(18,171)	284,280
29	Telephone & Internet Service	280	341	61	1,116	1,364	248	4,100
30	Business Travel & Training	2,873	3,109	235	16,604	12,436	(4,168)	37,300
31	Dues Subscriptions & Publications	0	375	375	640	1,500	860	4,500
32	Office Supplies	508	675	167	2,393	2,700	307	8,100
33	Office Machines & Equipment	26	266	240	26	1,064	1,038	3,200
34	Repairs & Maintenance	0	125	125	79	500	421	1,500
35	ROU Lease Interest Expense	25	24	0	113	113	0	211
36	Operating Contingency	0	21,334	21,334	0	85,336	85,336	256,000
37	Total Administrative Expenses	25,889	50,439	24,550	160,153	224,973	64,820	628,391
38	Total Operating Expenses	295,809	302,496	6,687	1,200,498	1,296,083	95,585	3,715,957
Change in Net Position Before Capital &								
39	Other Financing	164,963	149,186	15,777	493,849	397,446	96,403	1,419,558
Expenses For Capital Assets								
40	Depreciation Expense	68,889	62,501	(6,388)	275,557	249,992	(25,565)	750,000
41	ROU Lease Amortization	1,049	1,096	47	4,196	4,384	189	13,158
42	Total Expenses For Capital Assets	69,938	63,597	(6,341)	279,753	254,376	(25,376)	763,158
Other Financing Sources								
43	Interest Income	13,576	4,334	9,242	53,872	17,336	36,536	52,000
44	Lease Interest Income	258	375	(117)	1,140	1,500	(360)	4,500
45	Unrealized Gain (Loss) on Investments	327	834	(506)	(336)	3,336	(3,672)	10,000
46	Total Other Financing Sources	14,161	5,543	8,619	54,676	22,172	32,504	66,500
47	Total Change in Net Position	\$ 109,186	\$ 91,132	\$ 18,055	\$ 268,772	\$ 165,242	\$ 103,531	\$ 722,900

No assurance is provided on these financial statements.

Lexington and Fayette County Parking Authority
Statement of Net Position

17

Substantially All Disclosures Omitted

	As Of 11/30/23	As Of 11/30/22	Variance 11/30/23
Assets			
Current Assets			
Cash and cash equivalents	\$ 1,233,438	\$ 3,123,065	\$ (1,889,627)
Accounts receivable	89,798	45,810	43,988
Lease Receivable	87,884	110,394	(22,510)
Restricted cash and cash equivalents			
Investments-Truist - Garage Maintenance Reserve	565,079	102	564,977
Investments-Truist - Short-Term CAMP*	516,980	516,980	0
Investments-Truist - Long-Term CAMP*	1,900,000	1,900,000	0
Investments-Truist - Unrealized G/L	(2,517)	(18,928)	16,410
Total Restricted Cash & Equivalents	2,979,542	2,398,155	581,387
Total Current Assets	4,390,662	5,677,424	(1,286,762)
Non-Current Assets			
Property & equipment, net	19,078,231	18,711,420	366,811
Intangible Assets, net	0	0	0
Construction in Progress	368,934	417,340	(48,406)
Total Non-Current Assets	19,447,165	19,128,760	318,405
Total Assets	\$ 23,837,827	\$ 24,806,184	\$ (968,357)
Total Liabilities, Deferred Inflows of Resources, and Net Position			
Current Liabilities			
Accounts payable and accrued liabilities	\$ 231,443	\$ 293,015	\$ (61,572)
Sales Tax Payable	19,095	0	19,095
ROU Lease Liability	7,600	20,136	(12,536)
Deferred Revenue	22,800	11,700	11,100
Compensated absences	5,894	11,926	(6,032)
Deposits payable	3,640	3,457	182
Note payable	0	1,830,668	(1,830,667)
Total Current Liabilities	290,471	2,170,902	(1,880,430)
Non-Current Liabilities			
Compensated absences	5,894	11,925	(6,032)
Deposits Payable	3,072	3,254	(182)
Total Non-Current Liabilities	8,966	15,179	(6,214)
Total Liabilities	299,437	2,186,081	(1,886,644)
Deferred Inflow of Resources			
Deferred Lease Revenue	85,394	107,080	(21,686)
Net Position			
Investment in capital assets	19,447,165	17,324,194	2,122,971
Restricted	2,979,542	2,413,517	566,025
Unrestricted	1,026,290	2,775,313	(1,749,023)
Total Net Position	23,452,996	22,513,023	939,973
Total Liabilities, Deferred Inflows of Resources, and Net Position	\$ 23,837,827	\$ 24,806,184	\$ (968,357)

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 11/30/2023	Year To Date 11/30/2023
Cash Flows from Operating Activities		
Payments received from parking customers	\$ 430,427	\$ 2,070,107
Cash received from commercial property renters	7,968	34,171
Payments to suppliers for goods and services	(275,838)	(1,727,186)
Payments to employees for services	(42,529)	(91,547)
Payments to LFUCG	(2,211)	(11,927)
	<u>117,817</u>	<u>273,618</u>
Net Cash Provided by Operating Activities	117,817	273,618
Cash Flows from Capital and Related Financing Activities		
Payments on note payable	-	-
Purchases of capital assets	(67,240)	(368,935)
	<u>(67,240)</u>	<u>(368,935)</u>
Net Cash Used in Capital and Related Financing Activities	(67,240)	(368,935)
Cash Flows From Investing Activities		
Redemptions of restricted cash equivalents	-	-
Income earned (lost) on restricted cash and cash equivalents	60,737	66,863
	<u>60,737</u>	<u>66,863</u>
Net Cash Used in Investing Activities	60,737	66,863
	<u>111,314</u>	<u>(28,454)</u>
Net Increase (Decrease) in Cash and Cash Equivalents	111,314	(28,454)
Cash and Cash Equivalents, Beginning of Period	1,122,124	1,261,892
	<u>1,122,124</u>	<u>1,261,892</u>
Cash and Cash Equivalents, End of Period	\$ 1,233,438	\$ 1,233,438
	<u>\$ 1,233,438</u>	<u>\$ 1,233,438</u>
Reconciliation of Change in Net Position to Net Cash Provided by Operating Activities		
Change in net position	\$ 128,494	\$ 397,266
Adjustments to Reconcile Change in Net Position to Net Cash Provided by Operating Activities:		
Depreciation and amortization	68,889	348,641
Interest on cash and cash equivalents	(75,306)	(128,841)
Interest from deferred inflows	(300)	(1,440)
Change in Assets and Liabilities:		
Accounts receivable	60,337	31,873
Accounts payable and accrued liabilities	(63,223)	(368,534)
Lease liabilities	(1,074)	(5,347)
Security deposits	-	-
Compensated absences	-	-
	<u>117,817</u>	<u>273,618</u>
Net Cash Provided by Operating Activities	\$ 117,817	\$ 273,618
	<u>\$ 117,817</u>	<u>\$ 273,618</u>

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 11/30/2023 Actual	Month End 11/30/2023 FYE Budget	Variance 11/30/2023	FYTD 11/30/2023 Actual	FYTD 11/30/2023 FYE Budget	Variance 11/30/2023	Annual Budget 6/30/2024 FYE Budget	
Revenue								
Revenue OnStreet								
1	Parking - Monthly Rental	\$ 10,118	\$ 9,300	\$ 818	\$ 62,459	\$ 55,900	\$ 6,559	\$ 124,400
2	Parking - Meter Collections	97,139	102,500	(5,361)	467,624	507,000	(39,376)	1,227,000
3	Parking - Citations	79,697	66,000	13,697	320,560	334,000	(13,440)	796,000
4	Overage/Shortage	0	0	0	(19)	0	(19)	0
5	Total Revenue OnStreet	186,954	177,800	9,154	850,624	896,900	(46,276)	2,147,400
Revenue OffStreet								
6	Parking - Monthly Rental	128,843	135,327	(6,484)	706,146	676,635	29,511	1,623,924
7	Parking - Transient Rental	69,176	71,717	(2,541)	394,726	392,660	2,066	959,263
8	Parking - Event	37,538	37,272	266	121,987	99,326	22,661	273,609
9	Parking - Validations	5,809	3,227	2,582	21,041	21,055	(14)	45,205
10	Parking - Citations	30	30	0	350	230	120	1,115
11	Overage/Shortage	577	0	577	2,197	0	2,197	0
12	Total Revenue OffStreet	241,973	247,573	(5,600)	1,246,447	1,189,906	56,541	2,903,116
13	Commercial Property Revenue	(356)	1,095	(1,451)	(1,866)	5,478	(7,344)	13,143
14	Lease Revenue	8,324	6,928	1,396	36,037	34,641	1,396	71,856
15	Miscellaneous Income	347	0	347	347	0	347	0
16	Total Revenue	437,242	433,396	3,846	2,131,589	2,126,925	4,664	5,135,515
Operating Expenses								
OnStreet Operating Expenses								
17	PCI Operating Expenses	107,099	89,956	(17,143)	498,689	449,783	(48,907)	1,079,475
18	Property & Casualty Excess Insurance	0	0	0	1,773	2,200	428	2,200
19	Bank & Credit Card Fees	0	10,000	10,000	33,448	50,000	16,552	120,000
20	ROU Lease Interest Expense	8,726	0	(8,726)	8,726	0	(8,726)	0
21	Total OnStreet Operating Expenses	115,825	99,956	(15,869)	542,636	501,983	(40,653)	1,201,675
OffStreet Operating Expenses								
22	PCI Operating Expenses	114,066	108,131	(5,935)	524,999	540,648	15,649	1,297,565
23	Property & Casualty Excess Insurance	0	0	0	72,354	60,700	(11,654)	60,700
24	Bank & Credit Card Fees	0	3,750	3,750	15,638	18,750	3,112	45,000
25	Utilities	5,027	11,001	5,973	53,729	54,993	1,263	132,000
26	ROU Lease Interest Expense	4,271	0	(4,270)	4,271	0	(4,270)	0
27	Total OffStreet Operating Expenses	123,364	122,882	(482)	670,991	675,091	4,100	1,535,265
28	Personnel Expenses	13,648	29,219	15,571	79,555	146,093	66,538	350,626
Administrative Expenses								
29	Property & Casualty Excess Insurance	0	0	0	26,041	23,200	(2,841)	23,200
30	Bank & Credit Card Fees	0	500	500	210	2,500	2,290	6,000
31	Other Professional Services	2,368	23,690	21,322	115,298	118,450	3,151	284,280
32	Telephone & Internet Service	155	342	187	1,271	1,706	435	4,100
33	Business Travel & Training	1,255	3,108	1,853	17,860	15,544	(2,315)	37,300
34	Dues Subscriptions & Publications	0	375	375	640	1,875	1,235	4,500
35	Office Supplies	(50)	675	725	2,343	3,375	1,032	8,100
36	Office Machines & Equipment	0	267	267	26	1,331	1,305	3,200
37	Repairs & Maintenance	0	125	125	79	625	546	1,500
38	ROU Lease Interest Expense	63	22	(41)	176	135	(41)	211
39	Operating Contingency	0	21,333	21,333	0	106,669	106,669	256,000
40	Total Administrative Expenses	3,791	50,437	46,646	163,944	275,410	111,466	628,391
41	Total Operating Expenses	256,628	302,493	45,866	1,457,126	1,598,577	141,451	3,715,957
Change in Net Position Before Capital &								
42	Other Financing	180,614	130,903	49,712	674,463	528,348	146,115	1,419,558
Expenses For Capital Assets								
43	Depreciation Expense	68,889	62,501	(6,388)	344,446	312,493	(31,953)	750,000
44	ROU Lease Amortization	0	1,096	1,096	4,195	5,480	1,285	13,158
45	Total Expenses For Capital Assets	68,889	63,597	(5,292)	348,641	317,973	(30,668)	763,158
Other Financing Sources								
46	Interest Income	13,921	4,333	9,587	67,792	21,669	46,123	52,000
47	Lease Interest Income	300	375	(75)	1,440	1,875	(435)	4,500
48	Unrealized Gain (Loss) on Investments	2,548	833	1,716	2,212	4,169	(1,957)	10,000
49	Total Other Financing Sources	16,769	5,541	11,228	71,444	27,713	43,731	66,500
50	Total Change in Net Position	\$ 128,494	\$ 72,847	\$ 55,648	\$ 397,266	\$ 238,088	\$ 159,178	\$ 722,900

No assurance is provided on these financial statements.

Lexington/ Fayette Co Parking Authority
Balance Sheet
November 30, 2023

ASSETS

Current Assets		
Cash - US Bank	\$	<u>25,387.55</u>
Total Current Assets		25,387.55
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>106,905.85</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Tenant Deposits	\$	<u>3,782.00</u>
Total Current Liabilities		3,782.00
Long-Term Liabilities		
Total Long-Term Liabilities		<u>0.00</u>
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	<u>25,211.04</u>	
Total Capital		<u>103,123.85</u>
Total Liabilities & Capital	\$	<u><u>106,905.85</u></u>

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

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
Revenues						
Rental Income	\$ 6,807.90	\$ 5,317.00	1,490.90	27,721.78	26,585.00	1,136.78
Income - Utilities	34.20	323.00	(288.80)	1,498.40	1,379.00	119.40
Total Revenues	6,842.10	5,640.00	1,202.10	29,220.18	27,964.00	1,256.18
Cost of Sales						
Total Cost of Sales	0.00	0.00	0.00	0.00	0.00	0.00
Gross Profit	6,842.10	5,640.00	1,202.10	29,220.18	27,964.00	1,256.18
Expenses						
Property Management Fee	500.00	500.00	0.00	2,500.00	2,500.00	0.00
Office Supplies	59.14	34.00	25.14	244.50	170.00	74.50
Repair & Maintenance	31.17	500.00	(468.83)	1,263.38	2,100.00	(836.62)
Postage	0.00	0.00	0.00	1.26	5.00	(3.74)
Total Expenses	590.31	1,034.00	(443.69)	4,009.14	4,775.00	(765.86)
Net Income	\$ 6,251.79	\$ 4,606.00	\$ 1,645.79	\$ 25,211.04	\$ 23,189.00	\$ 2,022.04

Lexington/ Fayette Co Parking Authority
Statement of Cash Flow
For the Five Months Ended November 30, 2023

	Current Month	Year to Date
Cash Flows from operating activities		
Net Income	\$ 6,251.79	\$ 25,211.04
Adjustments to reconcile net income to net cash provided by operating activities		
	<u>0.00</u>	<u>0.00</u>
Total Adjustments		
Net Cash provided by Operations	<u>6,251.79</u>	<u>25,211.04</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>0.00</u>	<u>(15,000.00)</u>
Net cash used in financing	<u>0.00</u>	<u>(15,000.00)</u>
Net increase <decrease> in cash	<u>\$ 6,251.79</u>	<u>\$ 10,211.04</u>
Summary		
Cash Balance at End of Period	\$ 25,387.55	\$ 25,387.55
Cash Balance at Beg of Period	<u>(19,135.76)</u>	<u>(15,176.51)</u>
Net Increase <Decrease> in Cash	<u>\$ 6,251.79</u>	<u>\$ 10,211.04</u>

**Lexington/ Fayette Co Parking Authority
Cash Disbursements Journal
For the Period From Nov 1, 2023 to Nov 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
11/1/23	1274	509 100	Office Supplies Cash - US Bank	Invoice: 8670 Schrader Commercial Properties, LLC	59.14	59.14
11/15/23	1275	500 100	Property Management Fee Cash - US Bank	Invoice: 8367 SCHRADER COMMERCIAL PROPERTIES, LLC	500.00	500.00
11/29/23	1276	511 100	Repair & Maintenance Cash - US Bank	Invoice: lowes-2587634366 Schrader Commercial Properties, LLC	31.17	31.17
	Total				<u>590.31</u>	<u>590.31</u>

Lexington/ Fayette Co Parking Authority
General Ledger
For the Period From Nov 1, 2023 to Nov 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	11/1/23			Beginning Balance			19,135.76
	11/1/23	1274	CDJ	Schrader Commer		59.14	
	11/8/23	110823	CRJ	Lynna Nguyen	3,827.00		
	11/8/23	e-110823	CRJ	Savane Silver	1,490.45		
	11/15/23	1275	CDJ	SCHRADER COM		500.00	
	11/22/23	112223	CRJ	Savane Silver	1,490.45		
	11/29/23	1276	CDJ	Schrader Commer		31.17	
	11/29/23	112923	CRJ	Savane Silver	34.20		
				Current Period Cha	6,842.10	590.31	6,251.79
	11/30/23			Ending Balance			25,387.55
155 Building Improvement	11/1/23			Beginning Balance			81,518.30
	11/30/23			Ending Balance			81,518.30
231 Tenant Deposits	11/1/23			Beginning Balance			-3,782.00
	11/30/23			Ending Balance			-3,782.00
349 Beginning Balance Eq	11/1/23			Beginning Balance			-30,139.26
	11/30/23			Ending Balance			-30,139.26
350 Capital Contribution,	11/1/23			Beginning Balance			360,700.00
	11/30/23			Ending Balance			360,700.00
352 Retained Earnings	11/1/23			Beginning Balance			-408,473.55
	11/30/23			Ending Balance			-408,473.55
400 Rental Income	11/1/23			Beginning Balance			-20,913.88
	11/8/23	110823	CRJ	Lynna Nguyen - Inv		3,827.00	
	11/8/23	e-110823	CRJ	Savane Silver - Inv		1,490.45	
	11/22/23	112223	CRJ	Savane Silver - Inv		1,490.45	
				Current Period Cha		6,807.90	-6,807.90
	11/30/23			Ending Balance			-27,721.78
401 Income - Utilities	11/1/23			Beginning Balance			-1,464.20
	11/29/23	112923	CRJ	Savane Silver - Util		34.20	
				Current Period Cha		34.20	-34.20
	11/30/23			Ending Balance			-1,498.40
500 Property Management	11/1/23			Beginning Balance			2,000.00
	11/15/23	1275	CDJ	SCHRADER COM	500.00		
				Current Period Cha	500.00		500.00
	11/30/23			Ending Balance			2,500.00
509 Office Supplies	11/1/23			Beginning Balance			185.36
	11/1/23	1274	CDJ	Schrader Commer	59.14		
				Current Period Cha	59.14		59.14
	11/30/23			Ending Balance			244.50

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

For the Period From Nov 1, 2023 to Nov 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
511 Repair & Maintenance	11/1/23			Beginning Balance			1,232.21
	11/29/23	1276	CDJ	Schrader Commer	31.17		
				Current Period Cha	31.17		31.17
	11/30/23			Ending Balance			1,263.38
526 Postage	11/1/23			Beginning Balance			1.26
	11/30/23			Ending Balance			1.26

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

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance	19,135.76
Add: Cash Receipts	6,842.10
Less: Cash Disbursements	(590.31)
Add (Less) Other	_____
Ending GL Balance	<u>25,387.55</u>
Ending Bank Balance	25,387.55
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>25,387.55</u>

FOOD FOR FINES

YEAR	TOTAL CANS	TOTAL VALUE	WEEK %	1st	2nd	3rd	4th	5th	6th
2017	7630	11501	66						
2018	7367	10765	68						
2019	9424	14005	67	15	15	24	46		
2020	4080	5885	69	15	7	11	67		
2021	3679	5265	69	15	17	20	48		
2022	3050	4809	63	10	14	23	53		
2023	2630	3730	70	9	5	15	26	10	33

QUESTIONS FROM OCULUS

1. Company Background Information: Detailed information about LEXPARK history, mission, values, and goals.

2. Target Audience: A description of your target demographic and their preferred marketing medium to date.

3. Marketing and Communication Success: Insights into past marketing efforts that best embodied your voice (if any).

4. Brand Guidelines: Existing brand guidelines covering logo usage, PMS colors, and typography.

5. List of Media Contacts: Existing contacts or databases of journalists and relevant media outlets for potential partnerships and coverage.

6. Product/Service Information: An overview of your parking options, preferred options for marketing materials, and any unique selling points.

7. Company News and Updates: Milestones, achievements, new launches, or significant updates that should be incorporated into upcoming campaigns. e.g. Number of parking spots.

8. Crisis Communication Plan: A detailed plan outlining the key contacts within LEXPARK to communicate with during crises affecting LEXPARK's reputation. e.g. App or Website crash.

9. Market Research Data: Any past reports, surveys, or studies aiding in understanding industry trends, and consumer behavior.

Finally, what did we miss? If you can think of any other crucial materials or concepts that we need?

Garage Updates

Garage & Pedway Lighting Schemes:

- Blue & White for UK Basketball
- Red & Green for Christmas parade
- Blue & Silver for Hanukkah
- Red & Green for Christmas
- Gold for New Years Eve
- Standard daily multicolor scheme

General Garage Notes:

- Bennett & Pless submitted the first draft of the Capital Asset Management Plan. Following review, LPA provided a list of suggested edits. The final draft will be shared with board members following completion of the edits. The information below is pulled from the document.

Capital Asset Management Plan - 2024 Estimated Repair and Maintenance Costs

	Structural	Façade	MEP	Misc.	Fees	Total
Transit Center	158,500	25,000	5,500		70,000	259,000
Helix	198,500	5,000	4,000	7,500	80,000	295,000
Victorian Square	149,500	4,500			56,000	210,000
Courthouse			5,000		3,000	8000
Opinion of Cost	506,500	34,500	14,500	7,500	209,000	772,000

Garage Security:

- The installation of cameras and associated hardware is complete at the Transit Center Garage. The increased data load from the new cameras also necessitated the need for new network switches to improve bandwidth and picture quality. Risetek will install the network switches in the coming days. Alerts and analytics for Transit Center Garage continue to be programmed as fine tuning continues.
- Conduit installation is complete at the Helix Garage and data lines are being pulled. Installation of hardware will follow. While the original completion date was scheduled for December 31, that date has since been pushed back approximately two weeks following an LPA request that conduit be relocated to avoid being struck by higher profile vehicles in the garage.
- Upon completion of the security camera installation in all garages, Risetek will complete the necessary integration forms provided by the FUSUS technicians. FUSUS representative, Vivian Romero, will then 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 continue to monitor the coverage provided by Signal 88 as colder weather leads to seasonal increases in trespassing and loitering during the winter months.