

FINANCIAL REPORT

Brian E. Scholm, Chief Financial Officer

November 16, 2020 Board Meeting

- **Human Resources Report – prepared by:**

Bonnie J. Lytle, Director of Human Resources

- **Chief Financial Officer's Report**

- **Financial Statements for October 2020**

HUMAN RESOURCES - ACTIVITY REPORT

Bonnie J. Lytle

Park New Haven Board Meeting, November 16, 2020

Personnel

- A list of new hires and employees terminating employment in October, 2020 is attached to this report.
- Since there still has been no significant increase in activity in our facilities as a result of COVID-19, we are continuing not to fill vacant positions at this time.
- The Mystery Shopper program, which was temporarily suspended due to the COVID-19 closure of our facilities, has still not yet resumed but will do so as soon as there is a significant increase in parkers.
- A Motion is on the November agenda to approve annual holiday gift cards for all of our employees in appreciation of their service.
- **Arbitrations/Unemployment Hearings**
- No arbitrations or unemployment hearings are scheduled at this time.

Insurance Claims/Lawsuits

- Damage to a large section of the fence at the Sherman/Tyler lot occurred on October 16, 2020 as a result of a motor vehicle accident when a vehicle struck the fence. A claim is being filed with the insurance company of the owner of the vehicle which struck the fence for the repair cost.

L. Aquavita v. New Haven Parking Authority

- There has been no further action regarding the legal notice of claim which was recently received regarding a patron who allegedly fell and sustained injuries in the Air Rights Garage on December 30, 2019. She stated that she slipped and fell when approaching the tunnel leading from the garage to the hospital. She declined medical attention at the time.

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Insurance Claims/Lawsuits (con't)

- No employee injuries were reported in October, 2020. We have not had any reported employee injuries so far this fiscal year.

Training

- Although it was not an easy task, given COVID restrictions and the nature of our operation, all of our employees have now completed the two-hour mandatory Sexual Harassment Prevention Training as required by the State of Connecticut, and we are now 100% in compliance with the requirement, as of our target date of November 1, 2020. The online training worked well by employees being able to access it on any device and being able to do the training in segments. It was through perseverance and a team effort with our Directors, Managers, and Supervisors that we were able to achieve this goal, and everyone's efforts are greatly appreciated.

Respectfully submitted,

Bonnie J. Lytle

Bonnie J. Lytle
Director of Human Resources

PARK NEW HAVEN PERSONNEL CHANGES OCTOBER, 2020

NEW HIRES

<u>NAME</u>	<u>HIRE DATE</u>	<u>POSITION</u>
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NONE

EMPLOYEES TERMINATING EMPLOYMENT

<u>NAME</u>	<u>EFFECTIVE DATE</u>	<u>POSITION</u>
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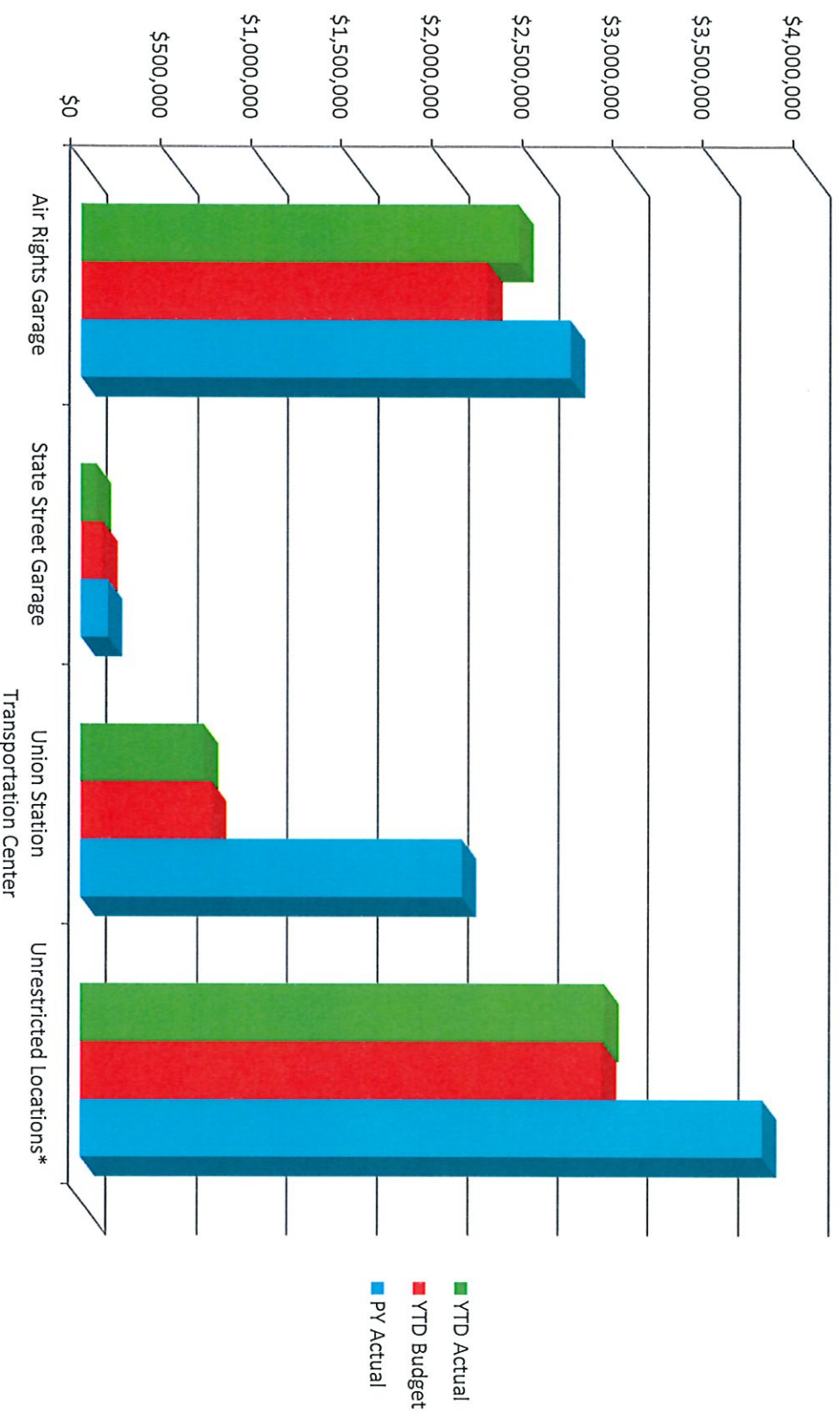
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Chief Financial Officers Report

October 2020 Results

- Restricted/Unrestricted Revenues Overview
- Restricted/Unrestricted Location Budget to Actual Comparison
- Major Variance Points
- Restricted/Unrestricted Revenue Per Space
- USTC Cash Flow Update
- COVID-19 Impacts

YTD Revenue - Budget to Actual October 2020



* - Excludes Administrative Revenues (rebilled expenses)

PNH – YTD Location Budget to Actual October 2020

FACILITY	SPACES	Year-to-Date per Space/Month											FISCAL YEAR-TO-DATE							
		REV PER SPACE	NET EXP SPACE	NET REV SPACE	ACT NET REVENUE	BDGT NET REVENUE	REVENUE VAR B/(W)	ACT OPER EXPENSES	BDGT NET EXPENSES	EXPENSE VAR B/(W)	ACT NET INCOME	BDGT NET INCOME	NET INC VAR B/(W)							
RESTRICTED																				
Air Rights Garage	2,552	237	102	135	2,419	2,246	173	1,046	1,044	(2)	1,373	1,202	171							
State Street Garage	268	81	70	11	87	122	(35)	75	46	(29)	12	76	(64)							
Union Station Garage	1,130	52	110	(58)	235	278	(43)	499	556	57	(264)	(278)	14							
Union Station Building	n/a				442	443	(1)	836	860	24	(394)	(417)	23							
Total Restricted					3,163	3,089	94	2,456	2,506	50	727	583	144							
UNRESTRICTED																				
Management Locations	n/a				5	5	0	2	1	(1)	3	4	(1)							
Crown Street Garage	708	200	196	4	566	541	25	555	597	42	11	(56)	67							
Granite Square Garage	305	163	190	(27)	199	202	(3)	232	245	13	(33)	(43)	10							
Temple Medical Garage	386	220	165	55	339	331	8	254	283	29	85	48	37							
Temple Street Garage	1,247	180	131	49	898	856	42	653	666	13	245	190	55							
Orange & Elm Lot	35	136	107	29	19	12	7	15	18	3	4	(6)	10							
Orchard & Sherman Lot	460	128	35	93	236	236	0	65	64	(1)	171	172	(1)							
Residential Lots	249	58	39	19	58	52	6	39	39	0	19	13	6							
Sherman & Tyler Lot	470	129	31	98	243	243	0	58	58	0	185	185	0							
State/Fair and State/Chapel Lots	165	62	65	(3)	41	41	0	43	47	4	(2)	(6)	4							
State & George Lot	490	82	46	35	160	160	0	91	88	(3)	69	72	(3)							
State Street Lots	220	30	43	(14)	26	54	(26)	38	38	0	(12)	16	(28)							
State & Trumbull Lot	75	37	37	-	11	23	(12)	11	11	0	0	12	(12)							
State & Wall Lot	127	77	31	45	39	62	(23)	16	27	11	23	35	(12)							
Tower Lane Lot	100	-	-	-	0	0	0	0	0	0	0	0	0							
Under Air Rights Lot	184	107	54	53	79	84	(5)	40	41	1	39	43	(4)							
Total Unrestricted					2,919	2,902	17	2,112	2,223	111	807	679	128							
Administration	n/a				833	866	(33)	754	804	50	79	62	17							
Total NHPA	9,171				6,935	6,857	78	5,322	5,533	211	1,613	1,324	289							

NHPA Major Variances – October 2020

	ACTUAL	BUDGET	VARIANCE	REASON
AIR RIGHTS				
Monthly Rev	459,767	427,725	32,042	YNHH 24-hour cards up \$20,700 (209 cards) and night up \$24,000 (333), partly offset by debits down \$16,400 (83).
Transient Rev	155,061	139,112	15,949	Volume down 39% from last year.
Validations Rev	8,332	13,508	(5,176)	Volume down 50% from last year.
STATE ST GARAGE				
Monthly Rev	17,292	29,077	(11,785)	Standard parkers down 78 to budget, commercial up 6 and affordable housing down 46.
UNION STATION BUILDING				
Repairs & Maint	27,903	14,769	(13,134)	Plumbing up \$9100 (pump replacements), lighting up \$1600 and signs up \$900 (train station posters).
UNION STATION GARAGE				
Monthly Rev	30,642	39,735	(9,093)	Down 92 parkers to budget, mostly due to COVID as cancellation reason.
Transient Rev	36,196	61,403	(25,207)	Volume down 89% from last year.
Repairs & Maint	400	4,117	3,717	Plumbing down \$600, other down \$800, elevators down \$600, and vehicles down \$400.
ADMIN				
Managers-ST	102,243	108,642	6,399	ED amount under budget.
Other Exp	1,870	10,078	8,208	Expenses related to Ceridian conference that was cancelled - \$4500, and pro development down \$2000.
CROWN STREET				
Monthly Rev	114,132	126,150	(12,018)	Down about 100 parkers to budget, primarily due to Covid.
Transient Rev	30,860	12,444	18,416	Volume down 57% from last year.
Utilities	17,851	7,500	(10,351)	Old water bills for rental space (Long Wharf Realty) paid - \$10,700.
STATE STREET LOTS				
Monthly Rev	6,543	13,500	(6,958)	Down over 50 parkers to budget.
STATE/TRUMBULL				
Monthly Rev	1,350	5,760	(4,410)	Down about 50 parkers to budget.
STATEWALL				
Monthly Rev	9,607	15,620	(6,013)	Down over 50 parkers to budget.
TEMPLE STREET				
Monthly Rev	190,459	199,234	(8,775)	Down over 50 parkers to budget, primarily due to Covid.
Transient Rev	21,484	11,049	10,435	Volume down 59% from last year.
Validations Rev	7,982	2,413	5,569	Volume down 92% from last year.

Revenue Per Space Trend and Year-to-Year Oct 2020

			OCT 2020		SEP 2020		AUG 2020		YTD OCT 2020	
FACILITY	SPACES		2020 RPS	2019 RPS	2020 RPS	2019 RPS	2020 RPS	2019 RPS	2020 RPS	2019 RPS
RESTRICTED										
Air Rights Garage	2,552		247	276	238	258	232	262	237	265
State Street Garage	268		67	138	82	123	82	142	81	141
Union Station Garage	1,130		59	401	57	359	49	372	52	370
UNRESTRICTED										
Crown Street Garage	708		209	326	198	326	198	312	200	314
Granite Square Garage	305		164	187	164	187	164	164	163	175
Temple Medical Garage	371		232	288	229	307	229	294	228	298
Temple Street Garage - X Gateway	635		243	352	240	367	240	355	241	356
Temple Street Garage - Gateway	600		120	120	120	120	120	120	120	120
Orange & Elm Lot	35		171	314	114	257	143	286	136	293
Orchard & Sherman Lot	460		128	126	128	126	128	126	129	127
Residential Lots	249		64	68	64	64	56	68	58	66
Sherman & Tyler	472		129	127	129	127	129	127	129	127
State/Fair and State/Chapel Lots	165		67	91	61	91	61	85	62	86
State Street Lots	145		48	124	41	117	41	117	45	117
State & Trumbull Lot	75		40	107	53	120	27	107	37	110
State & Wall Lot	127		79	126	79	134	79	142	77	132
Tower Lane Lot	100		-	-	-	-	-	-	-	3
Under Air Rights Lot	184		114	114	114	114	87	114	107	114

PNH Board Meeting – November 16, 2020

- Tickets by location – Downtown Garages.
- COVID-19 Impacts to garage capacity – monthly parkers.
- Discuss Union Station Transportation Center cash flow – YTD FY2021.