



Operations Memorandum

To: CVG Airlines and Tenants
Subject: Employee Parking Lot Status Updates
Date: June 29, 2018

Operations Memorandum 2017-43

SUMMARY

Given available capacity in the Employee Lot, plans are under development to create a complimentary parking product to ValuPark. In the coming weeks, employees can anticipate a more detailed plan for what is involved in this work effort. No official date has been established. At a high-level, employees may anticipate:

- No change to free parking for employees
 - o Current work is related to card readers (employees) and ticket machines (customers)
- Lot separation through constructed means (to be determined)
- Separate shuttle transports for customers and employees
- Shuttle station pick-up locations in both lots

As early Monday, July 2, 2018

TEMPORARY BARRICADING OF SECTIONS AND FINAL PHASING

After several structural reviews and the passing of routine approval processes, KCAB's contractor will begin final enabling work related to creating a new customer parking product, EconoLot as previously identified. The Employee Parking Lot will remain open throughout the course of this work; no delays to the operation are anticipated at this time. Employees are reminded to expect and be cognizant workers in the area and changes to available parking locations. Safety cones/barricades have already been placed in anticipation of the work to be started.

Employees are reminded that parking in barricaded areas after the barricades have been positioned will be subject to having vehicles towed at the owner's expense. Additionally, harassment of construction, safety, and parking workers and/or relocation of barricades will not be tolerated and will be addressed with the employee's local leadership and company corporate office as circumstances warrant.

This work is anticipated to occur in three phases, weather and operations permitting. **EARLIEST ESTIMATED** dates are listed below with greater detail included in each map image. Upon EconoLot opening, employees may anticipate:

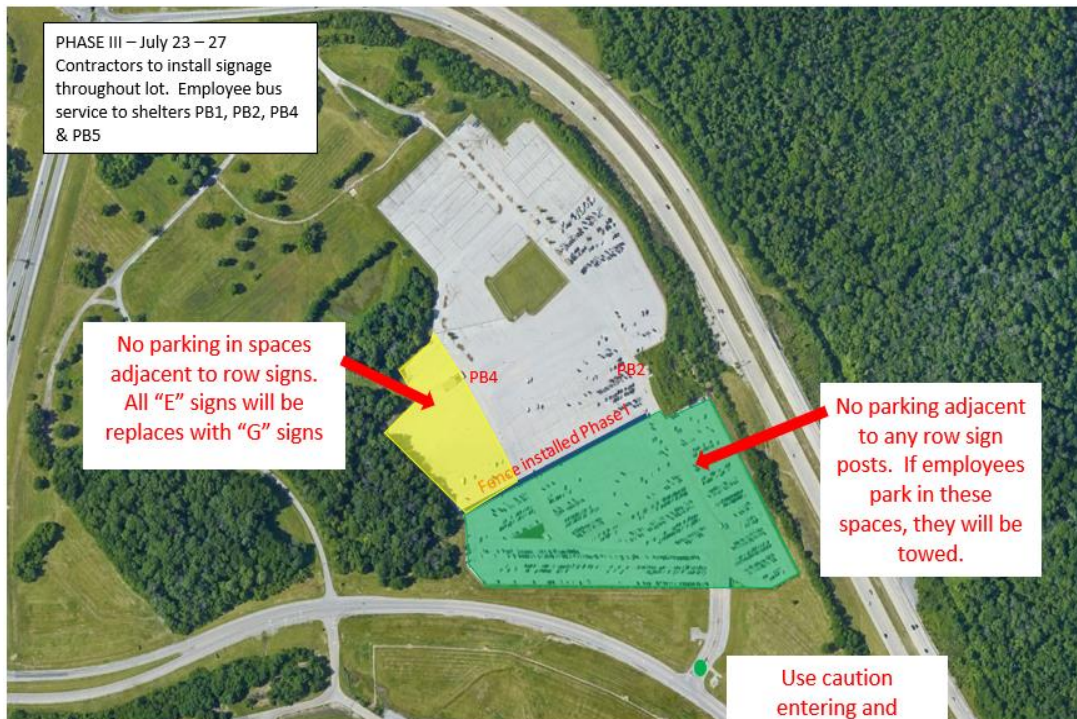
- Free parking remains for employees
 - o Card readers (employees) and ticket machines (customers)
- Lot separation through constructed means (as illustrated below)
- Same shuttle transports for customers and employees upon initial opening with intent to transition to separate shuttles as soon as practical
 - o Employees are reminded to be mindful and considerate of customers riding shuttle busses; while not ideal, current state of bus deployments and hiring of CDL drivers necessitate this interim step
- Shuttle station pick-up locations in both lots



Available Shelters for pickup – PB5, PB4 & PB2
 All handicap parking to utilize PB5, PB4 & PB2
 Construction Access via Airpark Drive to rear of lot

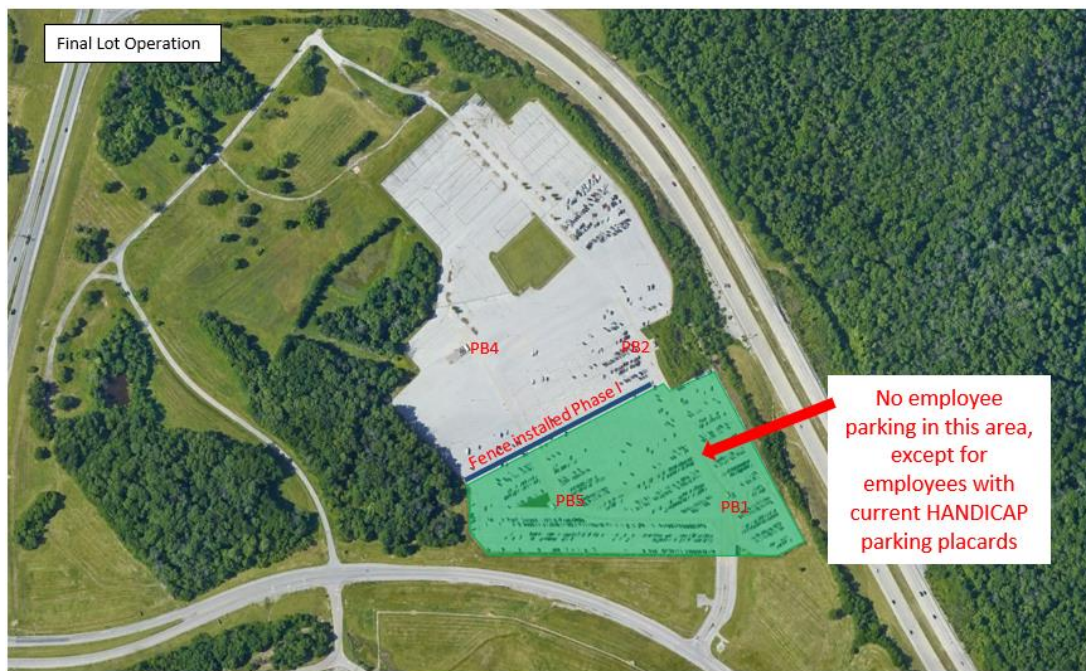


Available Shelters for pickup – PB1, PB4 & PB2
 All handicap parking to utilize PB1
 Construction Access via Airpark Drive to rear of lot



Available Shelters for pickup –PB4 & PB2; exception Handicap Parking available at PB1
 All handicap parking to utilize PB1
 Construction Access via Airpark Drive to rear of lot

Use caution entering and existing – sign relocation will be in progress at entrance



Lot to be opened for public use on July 27, 2018
 Available Shelters for general employee pickup –PB4 & PB2
 All handicap parking to utilize PB1 & PB5

EMPLOYEE ROWS: B10-B20, C1-C8, G4-G14 (previously E rows)
ALL HANDICAP PARKING INCLUDING EMPLOYEES WITH CURRENT PLACARDS:
 A4-A7 (PB1 pickup) & F4 (PB5 pickup)