

**PARKING AUTHORITY OF THE CITY OF LANCASTER  
MINUTES**

For the Regular Board Meeting held

September 14, 2006

The Parking Authority of the City of Lancaster held its regularly scheduled meeting on August 10, 2006 in the Authority Office at 111 North Prince Street, Lancaster, PA.

Members present were: Mark Vergenes, Chairman; Deno Mandros, Treasurer; Cindy Stewart, Assistant Secretary/Treasurer.

Also present were: Thomas Matthews, Executive Director; Grant Hummer, ELA Group, Inc.; John Kenneff, Goodman & Kenneff; Mary Dougherty, Financial Manager.

The Lancaster Parking Authority Board Meeting was called to order at 4:25 P.M. by Mark Vergenes.

The August 10, 2006 minutes were revised to change the wording for executive session from; adjourning to executive session to adjourning to executive session to discuss real estate matters. After the wording was changed the minutes were approved without objection. Motion by Mr. Mandros and seconded by Ms. Stewart.

**Public Comments**

- There were no public comments.

**Reports of Committees**

**Personnel, Wage & Salary Committee**

- The committee had no report.

**Finance Committee**

- The Committee had no report.

## **Reports of Committees Con't.**

### **Marketing Committee**

- Cindy Stewart reported that she and Chip Kirchner have drawn up a first draft of the consumer survey. Assessing items such as : traffic flow, safety, employees, representation of rate hike, the need for additional parking spaces, and public sentiment on eminent domain.

### **Facilities & Security Committee**

- Cindy Stewart deferred Facilities and Securities to our engineer Grant Hummer.
- Mr. Hummer met with Carl Walker and they are due to start project as early as August 14<sup>th</sup>.
- Mr. Hummer reported that Caretti, Inc. is doing a good job to date and work is progressing satisfactorily.
- Surtreat Inc. will begin their work assignment as soon as the ramp repairs are completed.

## **Other Business Items**

### **Executive Director's Report**

- Mr. Matthews discussed the problems with the King Street Elevator. Mr. Matthews has a meeting with Kone, Inc. management set up to discuss the maintenance contract.
- Mr. Matthews reported that the MAP Committee work with Jack Howell, Lancaster Alliance was basically completed. Mr. Howell will be making a presentation to City Council and he may be asked to participate.

- The Brunswick Hotel requested the LPA to formally recognize that the air rights over the Ramada were terminated. The air rights provisions stated that if the area was not used continuously for parking for five years, the agreement would be terminated. Use of the Ramada roof area was not used for parking since the year 2000 when the ramp was removed. The request was reviewed by Mr. Jack Kenneff, Esq. and it was agreed that the rights were effectively terminated by the lack of use of this space for parking. A motion to sign the formal waiving of rights was made by Cindy Stewart and seconded by Deno Mandros. All present were in favor.
- Mr. Matthews reported that the extra hours at this point in time are being covered by the additional usage. This in large part is due to the new Irish Pub. We will continue to monitor.
- Mr. Matthews informed the Board that the Web Site is completed and that the survey may be an appropriate document to gauge the interest using ACH for monthly parking fees.
- Mr. Matthews recommended maintaining the services of Lou Verdelli as our financial advisor even though he has left PFM to join the Royal Bank of Canada. A motion was made by Dino Mandros and seconded by Cindy Stewart to maintain the relationship.

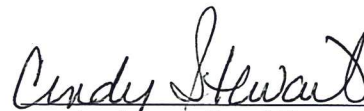
#### **Miscellaneous Business**

- Mark Vergenes read a letter received by Mayor Gray re-appointing Chip Kirchner to serve on the board until May of 2007.
- Mark Vergenes also reported that Mayor Gray has appointed Lisa Riggs to the board. Ms. Stewart will move to Board Secretary and Ms. Riggs will be the new Assistant Secretary/Treasurer.

- The new board meeting date will be the second Thursday of each month.
- Mark Vergenes read a letter from Ben Gorman stating that his resignation from the Lancaster Parking Authority will be effective as of August 11, 2006.

A motion by Mr. Vergenes to adjourn the Public Board meeting at 5:25 P.M., to go into Executive Session to discuss real estate matters. The Board returned at 5:40PM at which time Cindy Stewart made a motion to adjourn and Mr. Mandros seconded. The motion passed unanimously.

Respectfully submitted,



Cindy Stewart, Assistant Sec./ Treasurer