

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

For the Regular Board Meeting held

August 9, 2007

The Parking Authority of the City of Lancaster held its regularly scheduled meeting on Thursday, August 9, 2007 in the Authority Office at 111 North Prince Street, Lancaster, PA.

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

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

Guests: Cathy Gray, Barley Snyder; Lou Verdelli, RBC; and Steve Flarity, RBC.

The Lancaster Parking Authority Board Meeting was called to order at 4:30 P.M. by Mr. Vergenes, Chairman.

The minutes from July 12, 2007 were approved without objection. Motion by Mr. Vergenes and seconded by Ms. Riggs.

**Public Comments**

- There were no public comments.

**Reports of Committees**

**Personnel, Wage & Salary Committee**

- The Committee had no report.

**Finance Committee**

- It was reported that a formal request was made to City Council Finance Committee to change the debt ordinance. This was passed with a unanimous vote. The first reading of

the new ordinance, which gives LPA the ability to set rates, will be read on Tuesday, August 14, 2007.

- Ms. Kathleen Gray, bond counsel for LPA, reminded the board that they would need to meet before the City Council meeting to approve the bond purchase contract which includes all final amounts. The board needs to do this before LPA can recommend City Council approve the guarantee of the bond.

Further, Ms. Gray reminded the board that they must approve a rate resolution. Once the new ordinance takes effect, the old rate structure disappears. This new resolution would adopt all the current rates. Any proposals for a rate increase should be brought up for discussion at the September LPA board meeting. Finalization of any fee increases would not occur until subsequent meetings.

- Mr. Verdelli reviewed the new guaranteed revenue parking bonds with the board. The bonds will have a triple A rating. This rating will enable LPA to receive the lowest interest rate possible.
- Mr. Matthews discussed with the board possible usages of the monies in reserve that were set aside by the current bonds. Ms. Gray and Mr. Verdelli are to review all the legal requirements associated with the reserve and report back to Mr. Matthews.

### **Marketing Committee**

- Ms. Riggs reported there is still interest by Representative Mike Sturla's office to complete a mural in downtown Lancaster. To date, no resolutions have been made regarding the grant.
- With all the upcoming changes within LPA, Ms. Riggs discussed with the board the need to keep the public informed. The board has received a proposal from Godfrey Advertising that will need to be reviewed and discussed at a later meeting.

### **Facilities & Security Committee**

- Mr. Hummer reported to the board that the bid packages for the 2007 major maintenance repairs are being processed.
- Mr. Matthews and Mike Hartley from ELA will be meeting with Reynolds Construction regarding the repairs to the King Street Garage where the ramp was removed.

## **Other Business Items**

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

- Mr. Matthews reported that the new garage project is proceeding as planned. Remediation on the site has been completed under the budgeted amount. However, the demolition bid will be approximately three thousand dollars (\$3,000.00) over budget. The precast pre-bid meeting has also occurred. The three (3) companies in attendance were: High Industries, Newcrete, and Shockey Precast Group. The next bids to be advertised will be for the mechanical, electrical, plumbing, and general contractors.

Mr. Matthews will be reviewing with Mr. Kenneff all advertising requirements mandated by law. Mr. Matthews will also contact the Harrisburg Parking Authority regarding advertising language as well.

### **Miscellaneous Business**

A motion was made by Mr. Vergenes to adjourn the Public Board meeting at 5:48 PM to go into Executive Session to discuss matters of Real Estate and Personnel matters.

The board reconvened to Public Session at 5:50 PM. A motion was then made to adjourn by the meeting by Ms. Riggs and seconded by Ms. Stewart.

Respectfully submitted,

  
Cindy Stewart, Secretary