

PARKING AUTHORITY OF THE CITY OF LANCASTER

Minutes for the Regularly Scheduled Board Meeting held

August 22, 2013

The Lancaster Parking Authority (LPA) held its regularly scheduled meeting on Thursday, August 22, 2013 at 8:00 AM in the Parking Authority Office's at 111 North Prince Street, Lancaster, PA.

Members present were: Mark Vergenes, Chairman, Cindy Stewart, Vice Chairman, Brian Reynolds, Secretary, Dino Mandros, Asst. Secretary/Treasurer.

Also present were: Larry Cohen, LPA Executive Director, Susan Graver, LPA Finance Manager, Gael Aime, LPA Director of Operations, and Donna Stoudt, LPA Staff.

Absent: Lisa Riggs, Treasurer.

The Lancaster Parking Authority Board Meeting was called to order at 8:00 A.M. by Mr. Vergenes.

The minutes from July 25, 2013 were approved by Mr. Mandros, seconded by Mr. Reynolds and approved by all members present.

Public Comments

- None

Financial:

- Street revenue is up due to contractors renting meter hoods which are shown in meter revenue.
- Repairs for Penn Square and Prince Street Garages will be paid in August as capital expense.
- Net income favorable to budget by 32%.

Executive Director's Report

- Walker Parking Consultants to analyze restriping plan for Duke and Penn Square Garages to maximize parking spaces.
- "Oversell" of a garage varies from 0% to 18% depending on the garage/lot.
- The roof at Penn Square and the "helix" at Prince Street were completed with minimum disruption. An addition of \$20k in repairs was required from the initial estimate from undetected repairs not visible during inspection.
- Rettew Associates Geotech consultant reviewed the "sinkhole" conditions at the Cherry Street lot. Work to repair the lot will start Sept. 6th and is expected to be completed by Sept. 16th.

- Metric to have upgrade from 2G to 3G completed by end of 2013. No cost estimate has been received for the upgrade.
- RFP was sent out for the new kiosks. Bids are due Sept. 5th.
- Customer survey is scheduled for October 2013.
- Mr. Cohen met with D. Shand to discuss management opportunities for the Hager lot.
- Met with RBC Capital to discuss available debt capacity for future funding needs.
- N. Queen Street Garage contract was sent to the City Redevelopment Authority for approval at their September meeting.
- Front entrance to the office is being redesigned to include ADA entry doors and an office entry sign.
- Union negotiating meeting is scheduled for Sept. 18th at 6:00pm

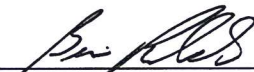
Miscellaneous Business

- The next board meeting is scheduled for September 26th at 8:00 am.

Motions

- The motion was made at 9:00 am by Mr. Mandros and seconded by Ms. Stewart to adjourn. Motion approved by all present.

Respectfully submitted,



Brian Reynolds, Secretary