

PARKING AUTHORITY OF THE CITY OF LANCASTER

Minutes for the Regularly Scheduled Board Meeting held

August 18, 2016

The Lancaster Parking Authority (LPA) held its regularly scheduled meeting on Thursday, August 18, 2016 at 8:00 AM in the LPA offices at 30 West Orange Street, Lancaster, PA.

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

Absent: Mark Reinmiller, Secretary; Brian Reynolds, Vice-Chairman.

Also present were: Larry Cohen, LPA Executive Director; Susan Graver, LPA Deputy Executive Director; Ibrahim Aman, LPA Director of Operations; Neil Sunkel, LPA Director of Finance and Administration; Matt Creme, LPA Solicitor

Public in attendance: None

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

Minutes from the July 28, 2016 board meeting were reviewed. Mr. Mandros made a motion to approve the minutes as presented. Ms. Stewart seconded the motion and it was approved by all members present.

Public Comments:

None.

Financial:

- July 2016 financials were reviewed. Board members requested that detail of the enforcement implementation expenses will be reviewed monthly by Finance Committee prior to the board meeting.
- The debt service plan timeline for the remainder of 2016 was presented.
- Refunding of the Series B of 2007 bonds was discussed as part of the plan due to the potential savings of approximately \$962,405 in interest. The board approved of moving forward with taking action in preparation to refund the Series B of 2007 bonds, with formal approval of the refunding expected in September 2016.

Executive Director's Report:

- The newly hired Director of Finance and Administration, Neil Sunkel, and Director of Operations, Ibrahim Aman, were introduced.

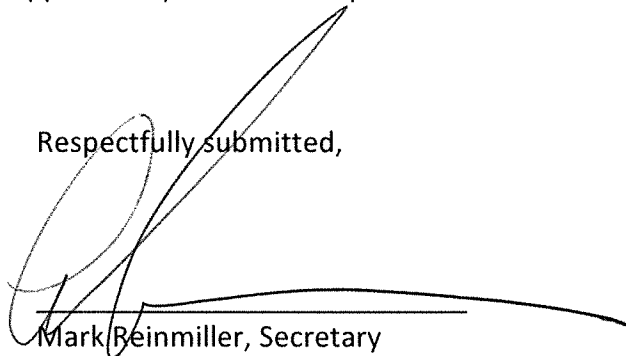
- An update was given on enforcement implementation including:
 - Public relations planning including the Lancaster City Alliance was discussed. The board indicated their interest in being involved in the public relations planning and communication from the LPA to the community regarding the assumption of enforcement responsibilities.
 - Site visits are planned for New Brunswick, NJ and Gettysburg, PA parking authorities to observe their enforcement operations and use of the enforcement hardware and software that we are evaluating for purchase.
 - Meetings with the county with regard to coordination with the District Justices.
 - The expected completion of a compensation study for the entire organization in September 2016 by an outside consultant. The board requested that a salary administration plan, which includes the compensation study, be developed for approval by personnel committee and the board.

Miscellaneous Business

- The next board meeting is scheduled for Thursday, September 22, 2016. The board meeting location will be changed to the second floor conference room of the Community First Fund building at 30 West Orange Street (second floor), Lancaster, PA.

A motion was made by Mr. Mandros to adjourn the public meeting at 9:00 AM. The motion was seconded by Ms. Stewart and approved by all members present.

Respectfully submitted,



Mark Reinmiller, Secretary