

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

For the Regular Board Meeting held

February 8, 2007

The Parking Authority of the City of Lancaster held its regularly scheduled meeting on February 8, 2007 in the Authority Office at 111 North Prince Street, Lancaster, PA.

Members present were: Mark Vergenes, Chairman; Chip Kirchner, Vice-Chairman; Cindy Stewart, Secretary; Lisa Riggs, Assistant Secretary/Treasurer and Deno Mandros, 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 4:35 P. M. by Mark Vergenes.

Motion to approve the minutes of the January 11, 2007 board meeting was made by Deno Mandros and seconded by Chip Kirchner. Minutes were approved without objection.

A special meeting was called February 1<sup>st</sup> to review and approve 3 different documents. Motion to approve the special meeting minutes of February 1, 2007 was made by Mr. Mandros and seconded by Mr. Kirchner. Minutes were approved without objection.

Members present at the special meeting were: Mark Vergenes, Chairman; Chip Kirchner, Vice-Chairman; and Deno Mandros, Treasurer. Also present were Thomas Matthews, Executive Director; Jack Kneff, Goodman and Kneff; Grant Hummer, ELA Group.

An Executive session was held to discuss personnel matters and real estate acquisitions on March 1, 2007 at 3:30 P.M. Each member of the board received a twenty- four hour prior notice of the meeting.

**Public Comments**

- There were no public comments.

## **Reports of Committees**

**Real Estate committee:** (As it applies to the agreement set forth from LPA's last discussion)

- Presented by Mr. Vergenes to LPA board members, were three different agreements to be approved and discussed in Other Business.
  - a. Sales Agreement
  - b. Modification of King Street Garage
  - c. Lease Agreement (PSP to lease space from LPA)

**Personnel, Wage & Salary Committee** - (Regis Kirchner, Chair, Deno Mandros)

- The committee had no report.

**Finance Committee** - (Cindy Stewart, Chair, Chip Kirchner)

- The committee had no report.

**Marketing Committee-** (Lisa Riggs, Chair, Cindy Stewart)

- Ms. Riggs reported to the board the first newsletter "The Parking Spot" was distributed and was well received with rave reviews .
- Ms. Riggs also reported that the web site has been upgraded to include the newsletter.
- Ms. Riggs also brought to the board that work is continuing on the proposed mural project at the King Street Garage. Mr. Matthews has applied for a grant from the Live Foundation in the amount of \$19,000.00 to help fund the mural project. LPA should receive notice from the Live Foundation by the end of February regarding the award of the grant. The proposed mural project most likely will not begin until 2008.

**Facilities & Security Committee** - (Deno Mandros, Chair, Lisa Riggs)

- The committee had no report.

### Other Business Items

- Mr. Vergenes reported to the board that the International Parking Institute Conference will be held in Tampa, Florida , May 19<sup>th</sup> to May 23<sup>rd</sup>.
- Mr. Vergenes also reported the next board meeting will be changed from March 8<sup>th</sup> 2007 to March 15<sup>th</sup> 2007.
- Mr. Vergenes discussed with the board constructing a parking garage as opposed to a surface lot on the Lancaster Laundry site. The board approved \$11,000.00 for an actual survey on the site for environmental issues. The study came back with a cost of \$430,000.00. This includes \$200,000.00 for remediation and demolition costs at \$230,000.00 for all four buildings.
- Mr. Matthews reported to the board that it would be losing \$700,000.00 on a surface lot if the site was not being converted to a parking garage. A surface lot would cost \$4,213,000.00 versus a parking garage at closer to \$10,000,00.00 ( including the cost of the land). This price difference amounts to \$39,000.00 a space for a surface lot; whereas the price per space for a new parking garage at this site would be \$21,000.00.
- Mr. Vergenes reported that HARB approved the facade that would be on the new King Street garage. LPA also has been given approval of demolition permits on all of the buildings.

### **Sales Agreement:**

- Mr. Matthews brought to the board the laundry site decision to build a surface lot versus a parking garage.
- Mr. Matthews reported that Mr. Chris Ciccone from the law firm of Stevens and Lee outlined the the changes that the LPA required.
- At the last special meeting the board approved the Sales Agreements with a list of changes that LPA wanted to include in the agreement. Most important was a provision providing some monies or guarantee to replace the exit ramp removed from the King Street garage in case of bankruptcy during the Convention Center project. Additionally, LPA will not incur any costs in modifying the current ramp to be used for both exit and entry into the King Street garage.
- Mr. Kenneff reported to the board to keep in the forefront with discussions with City Council that it would be fiscally irresponsible to build a surface lot as opposed to a parking garage.



• Mr. Vergenes asked for a motion to be made to accept the Sales Agreement as presented with the above mentioned changes with regard to LPA's protection against bankruptcy of the Convention Center project. The motion was made by Mr. Mandros and seconded by Ms. Riggs. All were in favor and the motion carried.

• A motion was made to pursue a parking garage on the former Lancaster Laundry site as opposed to a surface lot. The motion was made by Mr. Mandros and seconded by Ms. Riggs. All were in favor and the motion carried.

#### **Modification of King Street Garage:**

• The board approved with modifications to accept the agreement as presented. Motion to accept was made by Mr. Mandros and seconded by Ms. Riggs. All were in favor and the motion carried.

#### **Lease Agreement:**

• The lease agreement in the King Street garage is for 300 parking spaces in the King Street Garage. A motion was made to accept the agreement by Mr. Mandros and seconded by Ms. Riggs. All board members were in favor and the motion carried.

• Mr. Matthews reported that the Lancaster Museum of Art was very positive towards the proposal by LPA regarding the terms of selling the entire property to LPA as opposed to reducing the tract of land to be sold by 50 feet.

#### **Executive Directors Report**

• Mr. Matthews brought to the board new financial figures. Revenues were \$3,350,000.00. The net after debt service will be closer to \$89,000.00 as opposed to \$57,000.00.

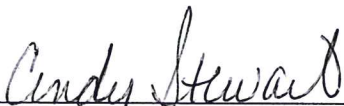
#### **Miscellaneous Business**

A motion was made by Mr. Vergenes to adjourn the Public Board meeting at 5:25 P.M.

#### **Motions :**

At 5:55 P.M. a motion was made to adjourn by Ms. Stewart and seconded by Mr. Mandros.

Respectfully submitted,

  
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Cindy Stewart, Secretary