

PARKING AUTHORITY OF THE CITY OF LANCASTER

Minutes for the Regularly Scheduled Board Meeting held

February 28, 2013

The Lancaster Parking Authority (LPA) held its regularly scheduled meeting on Thursday, February 28, 2013 at 8:00 AM in the Parking Authority Office's at 111 North Prince Street, Lancaster, PA.

Members present were: Mark Vergenes, Chairman, Dino Mandros, Vice-Chairman, Lisa Riggs, Asst. Treasurer and Cindy Stewart, Secretary.

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: Brian Reynolds, Asst. Secretary/Treasurer

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

The minutes from January 25, 2013 were approved by Mr. Mandros, seconded by Ms. Stewart and approved by all members present.

Public Comments

- None

Meeting was adjourned at 8:05 am to move into the Executive Session to discuss personnel matters.

Meeting re-convened at 8:30 am.

Financial:

- Reviewed the financial report. The year to date revenue is down \$7,300 due to reduction in the counties parking fees.
- LPA is being proactive in meter revenue. Routes are checked daily for any contractor parked in a space without a meter hood or post.

Executive Director's Report

- Walker Parking is the new engineering group for LPA.
- Walker will do a snapshot for the next 10 years for work that will be needed in a garage.
- Policy & Procedure manual is being reviewed and will be completed by March.
- Citadel Credit Union & Aflac Insurance came to the office to present what options each company has to offer our employees.
- The new Queen Street garage is to break ground in April 2013.

Miscellaneous Business

- The next board meeting is scheduled for March 28th at 8:00 am.

Motions

- The motion was made at 8:50 am by Mr. Mandros and seconded by Ms. Riggs to adjourn. Motion approved by all present.

Respectfully submitted,



Cindy Stewart, Secretary