

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

For the Regular Board Meeting held

January 11, 2005

The Parking Authority of the City of Lancaster held its regularly scheduled meeting on Tuesday January 11, 2005, in the Authority Office at 111 North Prince Street, Lancaster, PA.

Members present were: Ted Byrne, Chairman; Benjamin F. Gorman, Secretary; Mark Vergenes, Vice-Chair; Chip Kirchner, Treasurer

Also present were: Thomas Matthews, Executive Director; Grant Hummer, ELA Group, Inc.; John Kenneff, Goodman & Kenneff; Mary Daugherty, Financial Manager and Gloria Chmiel, LPA Employee.

The Lancaster Parking Authority Board Meeting was called to order at 4:40 P.M. by Ted Byrne, Chairman.

The minutes from December 14, 2004 were approved without objection. Motion by Mr. Kirchner and seconded by Mr. Vergenes.

Public Comments

- There were no public comments

Reports of Committees

Personnel, Wage & Salary Committee

- The Committee had no report.

Finance Committee

- Mr. Vergenes reviewed the financials and reported that the financial situation of the Lancaster Parking Authority looks in very good shape for 2004. It is very possible that given a better than budget for December 2004, that we could breakeven and not require an infusion from the reserves.
- Mr. Vergenes along with Mr. Matthews explained the latest problem encountered with Fulton Financial Services. The Bank called Mr. Matthews and explained that he had a problem because the Bank had invested past the indenture due date. As a result, the LPA account did not have sufficient liquidity to pay the December debt service. Mr. Matthews reminded them that we pay for their service and that they need to look to their errors and omissions insurance versus the LPA to cover their error. The LPA had documented records for the agreement with Fulton to specify that the Financial Services Group must consider the debt service dates when making investments on behalf of the LPA. The Bank verified the agreement, covered the cost of the early termination of the investments and processed the interest accrued to date to the LPA. Mr. Matthews had the Bank Officials document the error and the coverage in a memo.
- Mr. Vergenes considers this a major error and felt it was time to look to other Bank Services Groups to provide investment services for the LPA. A great deal of discussion then followed regarding the problem and the manner in which the LPA should move forward with their research with other investors. The outcome of the discussion was that the LPA would follow the recommendations of Mr. John Kenneff, Esq., the Parking Authority Legal Counsel.
- Mr. John Kenneff, Esq. provided research on the area available for investment by the LPA. Mr. Kenneff checked the Parking Authority Law, Third Class City Code and also checked with the State Auditor General's Office. Mr. Kenneff provided written documentation on his research, discovery and recommendations for future investment of Parking Authority Funds. A copy of the review is on file at the LPA.

Marketing Committee

- The Committee had no report.

Facilities & Security Committee

- The Committee had no report.

Other Business Items

Executive Director's Report

- Mr. Matthews reported that the LCCCA Board approved property on East King Street, and has commissioned Grant Hummer, ELA to do perform Land Development.
- Mr. Matthews reported that Yarnell Security has all the wires run for our fire protection equipment in the office will install remaining equipment sometime in January/February.
- Mr. Matthews reported that the Ordinance Change to \$1.00 per hour and any fraction thereof has been accepted with little complaints. The 2 hour free limitation will go into effect on February 1st and we have sent out letters to business and delivered letters to Central Market.
- Mr. Matthews reported that a letter has been sent to Ramada for the rate increase as of January 1, 2005 as approved by the Board. The Hotel is being sold on January 30th so I feel we will be hearing from them on a rate change.
- Mr. Matthews reported that he will have the Board Chairman, co sign the Insurance papers from Engle, Hambright & Davies.
- Mr. Matthews reported that a resolution needs to be developed to certify our position Regarding retirement for Part-Time Employee.

Miscellaneous

A motion to adjourn the meeting at 6:15 P.M. was made by Mr. Gorman and seconded by Mr. Kirchner. The motion carried and the meeting adjourned.

Respectfully submitted,

Benjamin F. Gorman
Benjamin F. Gorman, Secretary