

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

For the Regular Board Meeting held

January 14th, 2010

The Parking Authority of the City of Lancaster held its regularly scheduled meeting on Thursday, January 14th, 2010 in the Authority Office at 111 North Prince Street, Lancaster, PA.

Members present were: Mark Vergenes, Chairman; Deno Mandros, Vice Chairman; Lisa Riggs, Treasurer; Cindy Stewart, Secretary-Security; Brian Reynolds, Assistant Secretary-Treasurer-Security.

Also present were: Thomas Matthews, Executive Director; Grant Hummer, ELA Group, Inc; Mary Dougherty, Financial Manager; Kyle Ressler, Accounts Payables.

Absent were: None.

Note: The LPA solicitor, Kathleen Gray, Barley Snyder, LLC, will be requested to attend the board meeting when board business may require the solicitor's opinion on guidance.

The Lancaster Parking Authority Board Meeting was called to order at 7:33 A.M. by Mr. Vergenes, Chairman.

The minutes from December 10th, 2009, were approved with corrections. Motion by Mr. Mandros and seconded by Ms. Riggs.

**Public Comments**

- None.

## **Reports of Committees**

### **Personnel, Wage & Salary Committee**

- None.

### **Finance Committee**

- Mr. Vergenes initiated discussion regarding the approval of the 2010 Budget. Meetings were held with each of the committees, personal wage and salary, finance, marketing, and facilities and security to review all financial detail in these areas for the new budget year. The final budget reflects the input of all the committees. A motion was made to approve the budget as submitted.

### **Marketing Committee**

- Ms. Riggs discussed the first draft of the parking news letter with the board. With many significant changes occurring with the Parking Authority, it was suggested for the board to choose the correct way of how the changes are being displayed and advertised, whether in the parking news letter, through other brochures, or a combination. The coordination of all aspects of Lancaster City improvements is at very high importance.
- Mr. Vergenes spoke on the possible initiation of the enforcement of meters on Saturdays. The board agreed that there is no need to rush the issue in order to take the time to analyze all aspects of what the change would entail.

### **Facilities & Security Committee**

- Mr. Reynolds informed the board that a meeting will be held with Carpentry and Associates on January 27<sup>th</sup> to discuss some changes that need to be made in the security report due to some information that has been left out that could be improved upon. The final report will be brought to the February board meeting;

## **Other Business Items**

### **Executive Director's Report**

- Mr. Matthews indicated that all the details regarding the pay on foot equipment and the elevator project are continued in the Executive Director's Report..

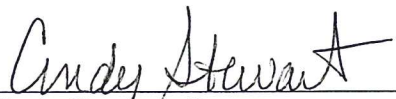
### **Miscellaneous Business**

- None.

**Motions:**

- A motion was made to authorize the executive director to pursue out right or matching grants up to the amounts approved in the major maintenance lighting budget for 2010. Motion by Ms. Riggs and seconded by Mr. Mandros. The motion was approved by all board members present.
- A motion was made to approve the 2010 budget. Motion by Mr. Mandros and seconded by Ms. Riggs. The motion was approved by all board members present.
- A motion was made by Mr. Vergenes to adjourn the Public Board meeting at 7:55 A.M. in order to go into Executive Session to discuss personnel matters. 8:00 A.M. the Board returned to Public Session.
- A motion was made at 8:40 A.M. to adjourn by Mr. Reynolds and seconded by Ms. Riggs. The motion was approved by all board members present.

Respectfully submitted,

  
Cindy Stewart, Secretary