

PARKING AUTHORITY OF THE CITY OF LANCASTER

Minutes for the Regularly Scheduled Board Meeting held

January 25, 2013

The Lancaster Parking Authority (LPA) held its regularly scheduled meeting on Thursday, December 20, 2012 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, Brian Reynolds, Asst. Secretary/Treasurer, 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 were:

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

The minutes from December 20, 2012 were approved by Mr. Mandros, seconded by Ms. Riggs 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 9:00 am.

Financial:

- The financial report for December 2012 was reviewed. It was noted that all income in excess of expenditures is expected to be used for future capital improvements.

Executive Director's Report

- LPA is working with the city police & treasury to review the meter lease program. A question was asked if LPA receives any revenue from the boots that are placed on cars on the street. LPA does not receive any revenue from booted vehicles. A suggestion was made to have outstanding parking fees added onto the booting fees.

- An invoice was sent to UGI for blocking meters for work being done in the city. An agreement was made with UGI for payment.
- Proposals are being solicited for Structural Engineering Services.
- There have been 24 break-ins in the past 30 days at the garages mostly in Penn Square Garage. LPA is working with the police to provide more security in each of the garages and LPA has also increased hours for Allied Barton.
- Metric, our meter kiosk manufacturer will have a hardware and software training session with LPA staff.
- A meeting will be held on Jan. 31st regarding Christian Street parking lot with all parties involved.

Miscellaneous Business

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

Motions

- The motion was made at 9:15am by Mr. Mandros and seconded by Mr. Reynolds to adjourn. Motion approved by all present.

Respectfully submitted,


Cindy Stewart, Secretary