

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

For the Regular Board Meeting held

July 10th, 2008

The Parking Authority of the City of Lancaster held its regularly scheduled meeting on Thursday, July 10th, 2008 in the Authority Office at 111 North Prince Street, Lancaster, PA.

Members present were: Mark Vergenes, Chairman; Dino Mandros, Vice President; Lisa Riggs, Treasurer; Cindy Stewart, Secretary.

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

Absent were: None.

The Lancaster Parking Authority Board Meeting was called to order at 4:32 P.M. by Mr. Vergenes, Chairman.

The minutes from April 10th, 2008, were approved without objections. Motion by Mr. Mandros and seconded by Ms. Riggs

**Public Comments**

- There were no public comments.

## **Reports of Committees**

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

- The Committee had no report.

### **Finance Committee**

- The Committee had no report.

### **Marketing Committee**

- Funding for signs will be financed through a combination of operating revenue and LPA reserves.
- Motion was made to approve the \$375,000.00 cost for the Penn Square, East King and Prince Street Garages for signage by Mr. Mandros and seconded by Ms. Riggs. The motion was approved by all board members present.
- MM Architects will be bringing the final sample for the Prince Street Garage lighting project to the 2008 August Board Meeting.

### **Facilities & Security Committee**

- One lane will be re-opened on East King Street on Friday, the 8<sup>th</sup> of July after the crane is removed.
- UGI will be making gas line repairs for the East King Street Garage.
- Meters will also be installed on the North and South sides of East King Street and on the corner of Duke and King Streets.
- ELA will have the Repair Package ready in August for the caulking and concrete.

- The 200 Block of East King Street has been approved for meters by The Traffic Commission. Meters will be installed when capital is available to purchase the new meters.

### **Other Business Items**

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

- Advised the board new banking proposal will be received and reviewed. Proposals will be reduced to two proposals and then a meeting will be held to determine the final reward. Mr. Vergenes and Ms. Riggs will be requested to participate.
- Mr. Matthews and Ms. Riggs will meet with city accountant, Maximus, to set the scope of the city enforcement cost review.


### **Miscellaneous Business**

- New Board Member Update; LPA is still looking for someone to add to the board. The previous person of interest was placed on another board so LPA will have to look elsewhere.
- Mayor Gray has inquired if LPA has the capacity to construct the garage at the brickyard. Mr. Vergenes advised the mayor that LPA does not currently have the resources to construct the garage from its own funds.
- Possible Solicitors; Hartman \$180.00 an Hour, Barley Snyder \$230.00 an hour, Kegel etc. \$260.00 an hour up to \$300.00
- A motion was made to accept Barley Snyder as solicitor by Mr. Vergenes second by Ms. Riggs. The motion was approved by all board members present.
- The Mayor's Office has requested permission, to tear down the pedestrian bridge walkway over the 100 block of North Queen Street. The legal paperwork will be forwarded to Ms. Kathleen Gray at Barley and Snyder for review. A motion was made by Ms. Riggs and seconded by Mr. Mandros to allow removal of bridge. The motion was approved by all board members present.

**Motions:**

- A motion was made at 5:20 pm to adjourn the public board meeting by Ms. Riggs and seconded by Mr. Mandros in order to go into executive session to discuss matters of personnel and salary. The motion was approved by all board members present.
- The Executive Session of the Lancaster Parking Authority Adjourned at 5:45 pm with a motion from Ms. Riggs and seconded by Mr. Mandros. The motion was approved by all board members present.

Respectfully submitted,

  
Cindy Stewart, Secretary