

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

For the Regular Board Meeting held

March 14, 2006

The Parking Authority of the City of Lancaster held its regularly scheduled meeting on Tuesday March 14, 2006 in the Authority Office at 111 North Prince Street, Lancaster, PA.

Members present were: Mark Vergenes, Chairman; Chip Kirchner, Vice-Chair; Deno Mandros, Treasurer, Benjamin Gorman, Secretary.

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

Other Guests: Mr. Gill Gillespie, representative of Surtreat

The Lancaster Parking Authority Board Meeting was called to order at 4:35 P.M. by Mr. Kirchner, Vice-Chairman in the absent of Mr. Vergenes.

The minutes from February 14, 2006 were approved without objection. Motion by Mr. Mandros and seconded by Mr. Gorman.

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.

Reports of Committee Con't

Marketing Committee

- The Committee had no report.

Facilities & Security Committee

- Mr. Hummer, our Engineer reported on the Annual Consulting Engineer Certificate inspection of the facilities. There are numerous concrete repairs but nothing significant. Allowance for caulking is required to make the garages water resistant. Carl Walker will be in to help with this project. We are having problems with the roof and joint material that the Black birds continue to eat. We are developing a system to handle drainage for the Helix. We are considering a floor drain on the roof that would catch most of the water. The Water Street Garages top deck needs the most joint work attention.
(see Motions and Resolutions for approval)
- Mr. Matthews, reported that funds were budgeted to review the effectiveness of the Elevator program. Elevators were not a part of the Engineers review. We are going to hire a consultant to do an assessment of all our elevators. This will let us know the condition and if the maintenance provided by Kone Inc. Is on effective. The Consultant will also provide information on the upgrade that we should consider in the future.

Other Business Items

Executive Director's Report

- Mr. Matthews reported to the Board that the King Street Garage will be increasing hours for parking do to the new Irish Restaurant and bar that is opening. We will adjust our hours accordingly after we see the activity this brings. We are also looking into the possibility of fencing off the Duke Street entrance so that all the parkers would come in off King Street and exit onto Vine Street. The door on the Duke Street side would be locked and our regular parkers could use their card to enter and exit.
- Mr. Matthews reported that he met with City Council to discuss shooting fireworks off of our garages. Mr. Matthews told them that our roof is not the proper place/platform for the size of shells they are using. It does contribute to the damage of our roofs and the substructure of the garages.

Executive Director's Report Con't

- Mr. Matthews reported he met with Mr. Don Elliott, County Administrator, in regards to employee parking. The County is also looking at cost of parking. Mr. Matthews offered them some suggestions to reduce their cost without looking to the Parking Authority for discounts.
- Mr. Matthews reported that Mr. Vergenes, Mr. Kirchner and he met with Mr. Dave Kilmer, Executive Director of Red Rose Transit and Mr. Dave Gillison, Director of Capital Improvements, for Red Rose. They were willing to consider working with us in areas of common interest. The meeting went very well.
- Mr. Matthews mentioned that he had been interview by Fox News regarding the multiple space meters. They did a good job and it look like we had one already in place. We will be looking at various vendors at the IPI conference in May. Franklin and Marshall College went to the Traffic Commission to get approval for nine parking spaces along Harrisburg Pike and they have been approved.

Motions and Resolutions

- Mr. Mandros made a motion to accept the Annual Consulting Engineer Report and Mr. Gorman seconded. The motion carried.
- Mr. Mandros made a motion to accept the Miller Associates contract, with a Termination time of 60 days notice, instead of the yearly contract. The motion was Seconded by Mr. Kirchner. The motion carried.

Miscellaneous Business

- Mr. Gillespie from Surtreat did a presentation of their product that is for preventive maintenance of rebar and a hardener to fill the voids in the concrete. Testing was done at the King Street Garage on the roof and on the Helix at Prince Street.
- Mr. Vergenes reported that we have engaged the services of Miller Associates for the process of the Federal Intermodal Funds awarded to us. The monthly fee is \$3600.00. The contract is for one year. The one year contract will incorporate a 60 day cancellation clause. A motion was made to accept the contract. (see Motions and Resolutions)

A motion to adjourn the Public Board meeting at 5:35 P.M. to go into Executive Session to discuss Real Estate matters.

At 6:10 P.M. the Board returned to regular session. A motion to adjourn was made by Mr. Mandros and seconded by Mr. Gorman. Motion carried unanimously.

Respectfully submitted,

Benjamin F. Gorman
Benjamin F. Gorman, Secretary