

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

For the Regular Board Meeting held

March 15, 2007

The Parking Authority of the City of Lancaster held its regularly scheduled meeting on March 15, 2007 in the Authority Office at 111 North Prince Street, Lancaster, PA.

Members present were: Mark Vergenes, Chairman; Chip Kirchner, Vice-Chairman; Cindy Stewart, Secretary; and Lisa Riggs, Assistant Secretary/Treasurer.

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

Guests: Steve Flaherty, LPA Financial Advisor

The Lancaster Parking Authority Board Meeting was called to order at 4:32 PM by Mark Vergenes.

Motion to approve the minutes of the March 15, 2007, board meeting was made by Cindy Stewart and seconded by Chip Kirchner. Minutes were approved without objection.

Public Comments

- There were no public comments.

Reports of Committees

Personnel, Wage & Salary Committee - (Regis Kirchner, Chair, Deno Mandros)

- The Committee had no report.

Finance Committee - (Cindy Stewart, Chair, Chip Kirchner)

- The Committee had no report

Marketing Committee- (Lisa Riggs, Chair, Cindy Stewart)

- Ms. Riggs reported to the board that LPA has received a \$20,000.00 grant for the mural project at the King Street Garage. The next mural meeting is scheduled for the end of the month. LPA is proposing to have the project begin by next spring or early summer.
- The second edition of the "Parking Spot" is now at the printers and is in route to LPA.

Facilities & Security Committee – (Deno Mandros, Chair, Lisa Riggs)

- The Committee had no report.

Other Business Items

- Mr. Vergenes, Mr. Matthews, and Ms. Riggs met with Mr. Randy Patterson and both the Shand brothers to ascertain if they were still interested in developing the Shand property.
- Mr. Vergenes reported meeting with Mr. Walter Lee, owner of The Golden Eagle on the corner of Lime and King Streets to inform him of a parking garage that would be constructed in that area.
- Mr. Hummer brought to the board an update on the Laundry site facility.
 - a. The land development has gone through the process.
 - b. Approval has been received from the County and now moves to the City for confirmation. There are two agreements that need to be resolved and executed concerning the adjoining property. One is with parking and the other with maintenance. The two agreements have been drafted but not executed.
 - c. Mr. Hummer spoke with Mr. Matthews on putting together a game plan to have property "pad ready" when the time arrives. A proposed of \$70,000.00 is needed to have property "pad ready". Two proposals have been received, one from ECH and one for demolition.
 - d. Mr. Hummer distributed to the Board an annual inspection report. This report included new repairs to be made in 2007. He also stated that two contracts from 2006 have been carried over into 2007. They include additional treatments from Surtreat as well as caulking around lights and normal decking. Additionally, this year LPA will be looking into having a canopy installed over the center portion of the Prince Street garage in order to keep the water from coming down the middle floors of the garage.
 - e. Mr. Kirchner, Ms. Riggs, Mr. Hummer, and Mr. Vergenes are to meet with Pastor Dan and parishioners from Trinity Lutheran Church on March 22, 2007, to hear their concerns regarding the new parking garage.

- Steven Flaherty reported to the board the process of payment, obligation, and the marketing of bonds. The generic general process is to determine what the project is, narrow down the scope and to determine the cost of the project. After you determine the cost of the project you essentially back into the amount of bonds you need to issue by determining the amount of money that is needed for the project.

Associate Directors Update

- Ms. Dougherty related to the board the King Street modifications have been going very well with the construction of the new concrete wall. The ramp that was to be demolished the week of March 15, 2007 will be delayed for another week.
- Ms. Dougherty has been in discussions with Mr. Matthews regarding the signage at the King Street garage to alert patrons that the ramp will be not only an entrance but also an exit. The sign has been ordered and will be placed on a steel pole beam replacing the current sign at the bottom of the King Street entrance.
- Ms. Dougherty stated that Mr. Rager has all materials organized and ready for CTR to install the gate equipment at the King Street garage.
- Ms. Dougherty reported that the feedback regarding the traffic flow going out of the King Street garage has been very positive due to our new traffic "flaggers".
- Ms. Dougherty reported that LPA has received a few bids to replace the fire pump and water line. Due to thawing and freezing during the winter months the water line and pump need to be replaced as soon as possible. Minimum cost would be approximately \$3,000.00.
- Ms. Dougherty brought to the board that LPA has added to it's fleet of vehicles a 2000 Chevy Blazer. Plans are to keep the Jeep we currently own to be used snow plowing only.
- Ms. Dougherty reported that the Hamilton units have been switched to disburse dollars rather than quarters for change to our patrons.
- Mr. Matthews has been reviewing the bank proposals that LPA has requested. LPA has received proposals from Citizens Bank, Commerce Bank, The Bank of Lancaster, and Susquehanna Bank.

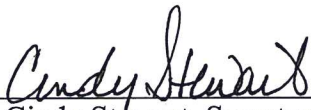
Miscellaneous Business

A motion was made by Mr. Vergenes to adjourn the Public Board meeting at 5:40 PM. to go into Executive Session to discuss matters of the possible Purchase of Real Estate for a parking garage.

Motions:

The Executive Session of the Lancaster Parking Authority adjourned at 5:55 PM with a motion from Ms. Riggs and seconded by Mr. Kirchner.

Respectfully submitted,


Cindy Stewart, Secretary