

PARKING AUTHORITY OF THE CITY OF LANCASTER

Minutes for the Regularly Scheduled Board Meeting held

March 27, 2014

The Lancaster Parking Authority (LPA) held its regularly scheduled meeting on Thursday, March 27, 2014 at 8:00 AM in the LPA Office's at 111 N. Prince Street, Lancaster, PA.

Members present were: Mark Vergenes, Chairman, Brian Reynolds, Secretary, Lisa Riggs, Treasurer, Dino Mandros, Asst. Secretary/Treasurer and Cindy Stewart, Vice Chairman.

Also present were: Larry Cohen, LPA Executive Director, Susan Graver, LPA Director of Finance and Administration, and Gael Aime, LPA Director of Operations.

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

The minutes from February 27, 2014 were approved by Mr. Mandros, seconded by Ms. Riggs and approved by all members present.

Public Comments:

None

Financials:

- Expense and net income are slightly unfavorable to budget due to snow removal.
- Meter revenue is down due to the snow, but the monthly parking has increased.
- Audit nearing completion with presentation to the board in May.

Executive Director's Report:

- LPA's former snow removal contractor, C&C Snow Removal, is suing LPA for breach of contract. C&C Snow removal terminated their contract immediately in December 2013 but claim that LPA breached the terms of the contract. The board discussed the use of another contractor, A&J Towing, to complete emergency services for snow removal during February 2014. The contractor was a personal acquaintance of Susan Graver, Director of Finance and Administration. Susan obtained a quote from A&J Towing in 2012 when initial problems with C&C Snow Removal began. A&J Towing did not perform any services prior to C&C Snow Removal terminating their contract with the LPA in December 2013. Due to the emergency need for snow removal in February 2014, the normal bidding process was not used to hire a new contractor. All work performed by A&J Towing was supervised by Gael Aime, Director of Operations. All billing for services performed by A&J Towing was approved by

Gael and Larry Cohen, Executive Director. Billing rates were at the 2012 quoted rates which were lower than the current rates charged by C&C Snow Removal.

- Evaluation underway for meters in the McGovern St. area. Terms being discussed with Manheim Township for a letter of understanding and meter layout. ACTION: Board discussed exploring other potential parking sites within the Amtrak Station area within the city.
- Well Fargo building owners are requesting an easement door access into the Prince Street Garage on the 5th floor. ACTION: Explore further impact on the garage and tenants and liability to LPA.
- Discussions continue with the Lancaster Newspaper regarding the management of their parking garage. LPA is in the due diligence phase in working toward putting together a proposal.
- Metric has resolved the 2G to 3G issue and the changes are being implemented.
- ACTION: Board agreed that there should be an operational agreement for \$1 per year for the North Queen Street lot. Mr. Cohen will work to have an agreement developed with Mr. Patterson.

Strategic Planning

- Cash Position –Mr. Flaherty and Mr. Juppenlatz will attend the April board meeting to discuss financial standing of the authority, our outstanding bonds and early payment discussions.

Miscellaneous Business

- The next board meeting is scheduled for April 24th at 8:00 am.

Motions

- The motion was made at 9:00 am to adjourn by Mr. Mandros and seconded by Mr. Reynolds. Motion approved by all present.

Respectfully submitted,


Constantine Mandros, Assistant Secretary