

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

For the Regular Board Meeting held

May 10, 2007

The Parking Authority of the City of Lancaster held its regularly scheduled meeting on Thursday, May 10, 2007 in the Authority Office at 111 North Prince Street, Lancaster, PA.

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

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

The Lancaster Parking Authority Board Meeting was called to order at 4:35 P.M. by Mr. Vergenes, Chairman.

The minutes from April 12, 2007 were approved without objection. 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**

- Ms. Riggs reported that the third issue of The Parking Spot is currently in draft form. She also reported that the Mural Committee will be meeting again next week. The committee had no report.

### **Facilities & Security Committee**

- The committee had no report.

### **Nominating Committee**

- Mr. Kirchner and Mr. Mandros nominated the following board members to serve as officers in the following positions: Mr. Mark Vergenes, Chair; Mr. Chip Kirchner, Vice-chair; Secretary, Ms. Cindy Stewart; Treasurer, Mr. Dino Mandros; and Assistant Secretary/Treasurer, Ms. Lisa Riggs. Motion was made by Mr. Kirchner and seconded by Mr. Mandros. Mr. Vergenes also requested that Ms. Riggs be added to the Real Estate Committee. Mr. Vergenes also reminded the board that he does serve on all committees ex-official and is available to assist any committee as needed.

### **Other Business Items**

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

- The city requested the Parking Authority to obtain a line of credit in the amount of \$359,000. However, our current indenture only allows the Parking Authority to obtain \$300,000. Mr. Matthews discussed the matter with city officials who agreed to reduce the requested line of credit from \$359,000 to \$200,000 – including an escalator clause from Fulton Bank. These documents should be signed by Mr. Vergenes within the next few days.
- The Parking Authority also has approval from the city to request \$250,000 that was promised to LPA from the city for the new garage in order to keep the early stages of this project under way.
- The Geotechnical bids are currently being advertised. Demolition bids will be going out May 15, 2007. Currently the plan is to have the remediation and demolition starting on the King Street side of the property. Once this is completed, additional drillings may need to be performed on the soil in this area. After the results of the soil samplings are reviewed by Walker Parking, they will determine if spread footers or casions are required for the new garage. This will in turn allow LPA to complete the budget for this new project.

- Mr. Matthews reported on the bid tabulations for the remediation was held today. This portion of the project will include removal of asbestos, contaminated soil, and any other hazardous objects located on the property. Grant Hummer, Mike Hartley, Joe Rager, Mr. Matthews, and Ed Gallagher from EHC were present for the opening of the bids. Mr. Hummer stated that five bids were received for the project. The lowest bidder realized he had made an error at the opening and withdrew from the project. The two lowest bids were compared. EHC recommended First Capital who bid \$215,000 - \$247,000 for the project. A motion was made by Mr. Mandros to accept First Capital's bid or remediation. The motion was seconded by Mr. Kirchner. The motion carried unopposed.
- Mr. Hummer stated that ELA will have an updated construction gant chart to share with the board regarding the new King Street garage. This chart will include the entire timeline of the project as well as all the necessary approvals for the project.
- Mr. Matthews reported that he will be meeting with Mr. Flaherty; the financial planner on this project as well as bond counsel shortly after the budget is completed. This will ensure that all the necessary paperwork for this project is completed timely and within the required timeframe.
- Mr. Matthews updated the board on the bank proposals received by LPA. Ultimately the difference between the banks resulted from the meter collection coin handling. All the banks show an expense for the handling of these monies of approximately \$15,000 except Commerce Bank which has no cost for these deposits. All of the banks had similar investment return; however, fees deviated by intuition. Mr. Matthews will summarize these results and share his report with the board in an upcoming meeting.
- Ms. Riggs suggested to the board that with the remediation set to begin on the new site, it would be a good time to update the residents regarding the upcoming activity on the old laundry site. Mr. Matthews stated that LPA would be distributing a flyer updating the area residents and local businesses on the block of the status of the project.
- Mr. Chris McMurtrie from the Lancaster Safety Coalition has been in contact with LPA. He would like LPA to participate with the Lancaster Safety Coalition camera project. This would require a \$2,500.00 long term commitment from LPA. The project would entail cameras being installed along the Grant Street area corridor. At this time, LPA requires more information from the coalition with regard to the placement of cameras before a decision can be made. Mr. Matthew will solicit additional information.
- LPA will be hosting a small presentation including lunch from Todd Littman on May 30, 2007 at 10:30 AM. The LPA board is encouraged to attend. On May 31, 2007 the Coalition for Smart Growth will be hosting a larger presentation at the Farm and Home Center by Mr. Littman on a county level. Mr. Littman's platform includes finding alternative forms of parking solutions.



- Ms. Stewart brought up the possibility of discussing parking arrangements with Clipper Stadium for upcoming Barnstormers baseball games. As a result of the construction at Lancaster General Hospital, they are no longer allowing Barnstormer fans to park at any of their parking facilities. Hence, parking has become an issue for many Barnstormer patrons. In order to ease some of this pressure, Ms. Riggs and Mr. Matthews will set up a meeting with management from Clipper Stadium in order to see if the Parking Authority can offer any assistance to their organization.

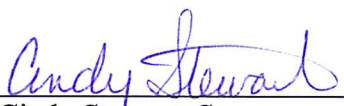
- Ms. Stewart suggested that LPA should respond to a recent article in the newspaper regarding entities within the city who do not pay taxes or pay money in lieu of taxes in which LPA's name appeared. Discussion ensued as to what LPA does provide to the city as an in kind contribution. This includes, subsidized parking for events, city employees, and snow emergency situations. We also give free meter parking for all city infrastructure improvements. Ms. Riggs suggested instead of responding in a public letter articulating LPA's many contributions to the city, we should respond to the article in written form to city council and the Mayor. Mr. Matthews stated that he has done this in the past for the previous Mayor, and agreed it would be a good idea to do this again for the current Mayor.

- Mr. Vergenes reported that he and Mr. Matthews will be attending of the IPI conference in Tampa, Florida from May 19<sup>th</sup> through May 23<sup>rd</sup>.

### **Miscellaneous Business**

A motion to adjourn the Public Board meeting at 5:46 PM was made by Mr. Mandros and seconded by Ms. Stewart and the motion carried.

Respectfully submitted,

  
Cindy Stewart, Secretary