

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

For the Regular Board Meeting held

May 8th, 2008

The Parking Authority of the City of Lancaster held its regularly scheduled meeting on Thursday, May 8th, 2008 in the Authority Office at 111 North Prince Street, Lancaster, PA.

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

Also present were: Thomas Matthews, Executive Director; Grant Hummer, ELA Group, Inc.; Mary Dougherty, Financial Manager; Bob Newcomer, BMC; Nate Weber, BMC; Kyle Ressler, Employee.

Absent were: None.

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

The minutes from April 10th, 2008, were approved with revisions. 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

- Mr. Robert Newcomer, Beard Miller Company, LLP reviewed the 2007 financial report. The financial report was presented in DRAFT although none of the details were expected to change. However, the Board did request that the Statement of Operations by Garage be changed to breakout more of the categories captured under Miscellaneous. With exception of this request, the Board accepted the report as submitted.
- Mr. Newcomer brought to the Boards attention that the Operating Revenues and the Operating Expense were extremely similar to the 2006 Calendar Year.
- The Net Income before operations was \$649,353 for 2007. The City Contribution for the new garage was included as a Capital Contribution increasing the Net income to \$899,228 for 2007.
- One of the very important comments made by Mr. Newcomer related to the ability of the Lancaster Parking Authority to meet future debt service obligations. Looking at the current revenues and the increase in revenue as a result of the rate increases, Mr. Newcomer's assessment at this point in time was that the Parking Authority will not have any problems meeting its future debt service obligation.

Marketing Committee

- The new parking spot has been issued and Ms. Riggs presented the JSID newsletter that provided construction updates on the addition of 900 parking spaces in the downtown.

Facilities & Security Committee

- Mr. Grant Hummer provided the Board with the annual assessment of the garages. The garages are in very good shape structurally. The structural concrete repairs are dropping and more emphasis is being placed on preventive maintenance items. An example would be the installation of a covering over the center opening in the Prince Street Garage. This will prevent the penetration of rain and snow. Water combined with the contaminants in the garage is the cause of concrete issues.
- The chemicals applied by Surtreat to the Helix have been working. We have not scheduled a repair on the helix deck for the better part of two years. We are considering the use of the chemical application in other areas of the garage with future major maintenance.
- Ms. Riggs made the board aware of her appreciation for Joe Rager's attendance and participation at the Safety Coalition meetings.

Other Business Items

Executive Director's Report

- Mr. Matthews informed the board that M & M Architects are putting together various designs to be presented to the board for the lighting project at Prince Street. A meeting will be scheduled for the Board to review and select some options for this project.
- Through two meetings with the Lancaster Newspaper, Mr. Matthews has found that the LPN was impressed by the signage designs created by Ashton Design and will be working directly with them on their floor numbering system. This will give the users of the garages in the City some consistency between facilities.

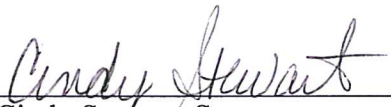
Miscellaneous Business

- The board briefly discussed the review of meter enforcement and the need to have a more detailed discussion with the City Administration to determine their goals and objectives for any study of this item.

Motions:

- A motion was made by Mr. Mandros and seconded by Ms. Stewart to accept the audit report submitted to the Board by Mr. Newcomer. The motion was approved by all board members present.
- A motion was made at 5:37 pm to adjourn by Ms. Riggs and seconded by Mr. Mandros. The motion was approved by all board members present.

Respectfully submitted,


Cindy Stewart, Secretary